

RAO B.Ed COLLEGE
KOTHINARAYANPUR, RAJGARH
(ALWAR)

(Track ID)

2015-16

Submitted for
Assessment and Accreditation
(CYCLE I)

TO
National Assessment And
Accreditation Council (NAAC)
BANGALORE



RAO B.Ed COLLEGE
KOTHINARAYANPUR, RAJGARH
(ALWAR)

**OFFICE OF THE PRINCIPAL RAO B.ED COLLEGE KOTHINARAYANPUR
 RAJGARH (ALWAR) RAJ.**

Phone No. – 01464-244370 Email-rao_shiksha@rediffmail.com website- www.shikshasamitirao.com

Dis. No.

Date:

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 assure you that the inspection team will validate the information provided in this SSR during visit.

Signature of the
 Head of the institution
 with seal

Place: KOTHINARAYANPUR
Date: 02/12/2015

**GOVERNMENT OF RAJASTHAN
DEPARTMENT OF COLLEGE EDUCATION**

**OFFICE OF THE PRINCIPAL RAO B.Ed COLLEGE
KOTHINARAYANPUR RJGARH (ALWAR) RAJ.**

Phone No. – 01464-244370 Email-rao_shiksha@rediffmail.com website- www.shikshasamitirao.com

Dis. No.

Date:

Certificate of Compliance

(Affiliated/Constituent/Autonomous Colleges and Recognized Institutions)

This is to certify that **RAO B.Ed College Kothinarayanpur, Rajgarh (Alwar) Raj.** fulfils all norms

1. Stipulated by University of Rajrishi Bharthri Matasya Alwar, Rajasthan , andr
2. Regulatory Body is Directorate College Education Rajasthan,Jaipur and
3. The affiliation and recognition by NCTE, New Delhi.

In case the affiliation / recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Date: 02-12-2015
Place: Kothinarayanpur
office seal)

Principal/Head of the Institution
(Name and signature with

Principal Speaks

DR.BRIGENDER SINGH

Principal

Co-ordinator's Word

NAAC Self-Study Report

This is the matter of pleasure to write a self study report of a college. This institute is huge in terms of campus and building, rich in terms of departments and faculty members, continuously engaged in the process of extension and up-gradation, was indeed a challenging task.

I am glad that for procuring the data, compilation, editing and making this report presentable, my committee has put in a lot of hard work with sincerity. Support and encouragement enjoyed by my committee from the Principal made it possible to complete the report with enthusiasm. I express my sincere thanks for the work done by the steering committee i.e. Mahaveer Prasad (Commerce), Savitra Yadav (Hindi), Poonam Yadav (Pol.Sic.), for data collection and tabulation of data for their prescribed part of the report. I express my thanks to the conveners of all the committees and their teams for furnishing the required details pertain to their respective fields. I also thank the non-teaching staff for the support and co-operation in preparation of this report.

Evaluative Report of the Departments is an important part of this total report. Efforts made by all committee members to preparation of this evaluative report of all the departments and over-all compilation, systematization and presentation of the entire SSR, are worthy of special mention and appreciation. I would take this opportunity to thank him from the core of my heart for all the pains he has taken in the preparation of this report.

I also express my thanks to all the teaching staff for their help and contribution in generation of report data.

Prof. Mahaveer Prasad (Commerce),
Coordinator
NAAC Steering Commity

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EXECUTIVE SUMMARY

Our College, named Rao B.Ed College Kothinarayanpur, RAJGARH situated in Alwar District of Rajasthan State. It is affiliated to the Rajrishi Bharthri Matasya University Alwar, the most glorious University in the Rajasthan. This College is running since 2007 with all stream of Arts, Science and commerce at UG level . It has three Under-Graduate departments. The radiant intellectual environment of the college attracts scholars and students from even very distant places and other states. Many faculty members, some of whom have sufficient international academic exposure, are invited as Resource persons and experts by various academic seminars and conference. The purpose and aim of Rao B.Ed College Kothinarayanpur, Rajgarh is to educate young men and women not only to make them employable human resources but also the learned citizens with moral commitment and noble character through continuous introspection. The vision behind the establishment of College in 2007 to the people of was to provide such an opportunity and open access to higher education in this semiurban area.

Curricular Aspects

The main aim of this college is an effective implementation of the curriculum, which is empower students through quality education. This is carefully done with utmost sincerity. Teachers do preplanning of all work after this implement this. In term of teaching first make sheudle after this complete it given deadline. This schedule of work is made available in the departments. Each department of the college follows the academic calendar issued by the affiliated university. The curriculum delivery is effectively done through lectures, supported by Power Point Presentations, and study material is also given to students. The quality in education imparted to students is monitored and ensured through regular feedback obtained from the students and necessary remedial measures are incorporated wherever required. Students are motivated to actively participate in seminars, workshops, panel discussions for quality enhancement. Class room seminar are organized in all departments and paricipation is mandatory for all students.

For faculty development, the college sends the faculty to Faculty Enhancement Programmes and Quality Improvement Programmes conducted by the University and other institutions and agencies. In-house workshops, seminars and discussions are also frequently organized for updates and intellectual interactions. The faculty is encouraged to publish articles in journals of national and international repute to inculcate and promote research culture. The college can boast of high number of quality publications in books and journals, both at National and International levels. Good, well updated and computerized library of College facilitates research and learning. Members of the faculty are encouraged to take up major and minor projects and participate in research activities to further enhance their research capabilities.

Some faculty members, who are the members of the University Board of Studies and other academic bodies, communicate the suggestions to the Board of Studies in the meetings held at the University for redesigning the programs for appropriate and effective inclusions.

Teaching – Learning and Evaluation

Rao B.Ed College Kothinarayanpur, Rajgarh (Alwar) Three stream/faculty (ARTS, SCIENCE & COMMERCE) college. This is a new college in the state with Three departments and with 15 teaching staff. The college adopts a fully transparent online admission system.

The college, being a Private body, strictly follows the admission policy issued by the Commissionerate of College Education, Govt. of Rajasthan. The process of admission in various streams are as follows:

- The online admission process starts in the month of June every year
- Online application forms are invited for admission to various programmes of UG. There is no fee for online registration of admission forms.
- Due weightage is given to OBC/SC/ST/SBC/ PH /KASHMIRI/ DEFENCE category aspirants. Seats are reserved for these students as per government rules.
- Admission is based strictly on competitive examination hold by govt. (B.A/B.Sc/Comm.) level.
- Fresh registration forms are invited if seats remain vacant.
- Due weightage is given to students who participate in national level sports competitions.

The admission policy and the commencement of admission to various courses are publicized and advertised through

- prospectus (online). The college prospectus contains the rules, procedure of admission and admission policy.
- Advertisement /news in news papers
- College website WWW.ShikshaSamitirao.com

The admission process is completely online. For admission- any eligible student from India can apply free

The College being a govt. institution fully adheres to the govt. rules and norms. There is due consideration of the differently able and weaker candidates once they are admitted through an objective and transparent admission process. To sharpen the skills and learning of the students the students are encouraged to interact more freely and frequently with the teachers, both formally and informally. Challenging assignments are given to them and their performance is critically evaluated. Students exhibiting promise in academics are suggested to consult books and journals related to the subject from the college-library as well as from other sources. Due recognition is given to those who exhibit proficiency in their respective subjects by way of giving them a chance to address their peers. The AQA cell monitors the teaching and learning and measures are adopted to minimize the dropout rate.

The college has ample infrastructural and educational facilities for UG level. The college has a well established research section in library with reference books and e-journals to facilitate and promotes research.engaged in guiding research on relevant issues and problems.. Besides, departmental seminars are organized to bring the best out of promising students and to chisel their creativity. The college has a WI-FI network for the UG level students free of cost.

The institution fosters critical thinking, objective attitude and creativity by organizing several international/ national /departmental seminars, extension and guest lectures, counseling programmes etc. Over the years, a specific methodology and culture of teaching/learning has been evolved that caters to need of the students. The department of geography and sociology conduct socio-economic tour as well as survey in order to acquaint them with socio-economic pattern of the society. The department of History provides advance

learning to the students through diploma in tourism. Educational tours are also conducted.

The performance of students in class tests, annual examinations, and university exams are parameters that show the effectiveness of teaching learning process. Departmental meetings are held to take suggestions from the staff to improve and evolve the teaching learning process. Students' feedback plays an important role in determining the teaching strategies.

The college is rich in human recourses in terms of faculty. New appointees in teaching positions are encouraged to take these courses. The following table shows the academic and teaching experience and expertise available for the students:

Highest Qualification	Selection Scale		Senior Scale		Lecturer		Total
	Male	Female	Male	Female	Male	Female	

Permanent teachers

D.Sc./D.Litt.	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Ph.D.	1						1
M.Phil.					1	1	2
PG							

In case of some faculty members proceeding on academic leave for research, competent and well qualified substitutes are hired so that the teaching and the students do not suffer..

The College has very good library and most important & renowned books collection, various research journals are subscribed. The college has various labs- computer labs Language labs, Spoken English Labs, and Cartography labs. All the UG departments have a separate infrastructure in form of rooms, seminar rooms, Phones and Wi-Fi internet connection. The library has been automated and it is equipped with Inlibnet facility. The College Library has online access facility. Each department is linked with internet etc. and has a smart class room.

The institution always solicits the stakeholder perception (like the students, parents, Alumni and the eminent persons from the city) on the overall performance and the quality of the education being imparted by the college.

The guardians of students can directly put forth suggestions and complaints to the head of institution through letters, drop boxes, emails, which are very well taken care of while implementing any new policy or reform. There is provision where the parents, students and key citizens of civil society meet the Principal to give valuable inputs regarding new courses, extra-curricular activities, innovative ideas and programmes which help the students in their professional efficiency and holistic development. The stakeholders are always keen to see that quality of higher education improve in the institution.

EXTENSION ACTIVITIES

Rao B.Ed College is fully aware of its onerous responsibility of producing world class citizens. We have made a colossal contribution to environment and society by making a worthwhile participation. Youth Development Centre and a team of committed faculty members engage students in the community development programs such as:

Rallies are often taken out. Rallies for celebrating a pollution free, cracker-free Diwali are a regular feature here at our institution. Rallies concerning gender sensitization and prevention of crime against women are carried out. Rao B.Ed College regularly organizes Blood Donation Camps. It is in collaboration with well known NGO's like Lions Club, Rotary Club, Uddan Alwar Blood Bank and the team of doctors is from civil hospital. Free Counselling Camps are organized from time to time to help adolescents, adults and children to cope with their emotional and psychological problems. The college offers extension programmes in addition to those supported by the university. Red Ribbon Club- to develop HIV and AIDS awareness and Voluntary Blood Donation Campaign- 4 Units

The college is incessantly organizing a number of outreach activities which relate to academic, social, cultural, community, training and international service, and adventure etc., all culminating in building a healthy society contributing to our nation building. The college makes Annual Programme Planner and finalises various projects to be undertaken which directly benefit students, society and the nation. Saplings of Life club, Women Empowerment Cell, and other societies function round the year to

involve the students in various social movements and activities which promote citizenship roles. These Cells take care of all logistics like the orientation for students and faculty members, annual plan, schedules for every regular/special camp activities, guest lectures, budget and communication with other organizations and agencies. The centres collaborate with Government hospitals (for Health Check-up Camps, blood donation), district administration, village officers and other NGOs for organizing of survey, rallies and awareness programmes. They are evaluated on the basis of three components namely Participation, Cooperation and Leadership in various camps and extension activities.

The students participate in many cultural Programmes and competitions like Essay writing, Quiz, Story writing, poetry, singing, dancing, acting, painting, Debate, Elocution, slogan writing and poster-making. They also celebrate important days of national and international importance like Sardar Patel Jyanti. The students in collaboration with various NGO's like Alwar Blood Bank, many events like Tree Plantation, Blood Donation, Traffic Awareness Seminars, Female Feticide Awareness Rallies, Say No to drug campaign and many other programmes. These activities encourage interpersonal interactions that are good for building a strong civil society.

The Youth Development Centre in the college has been set up with the aim to developing students' personality, equip them with diverse skills and to provide valuable career guidance to propel them towards a bright future. Efforts are made to strengthen students connection with the community by maximising their living skills in preparation for a smooth transition into independent living and in order to become productive members of the society.

INFRASTRUCTURE AND LEARNING RESOURCES

The college is located at kothinarayanpur (Alwar - Mehwa highway) near Police Chowki yet in a peaceful and green surroundings, facing lush green forest cover of the Arwali Regions It has vast campus and sufficient building with measurements as under:

Location *	Rural
Campus area in sq. mts.	3500 Sqmt.
Built up area in sq. mts.	About 3000 sq. meters

In the front there is a big well maintained lawn. On the right of the main building there is the play ground of the college for sports like cricket, football, hockey, etc. There is one lawn in the left side of the college building. This lawn is rich with trees and flowering plants. The green cover thus maintained, contributes not only to the beauty of the premises but also to environment and temperature control. The college has its own water resource, with water harvesting system developed in recent past.

The college has 10 classrooms out of which 06 are at the ground floor and 4 are at 1st floor while 05 rooms are running in the Labs All of these are of adequate size with appropriate furnishing. Faculty members have been trained to handle smart boards along with subsidiary gadgets. The College has one seminar/conference room adjacent to the principal's chamber. Other bigger rooms/halls

There is a functional language lab as a part of the knowledge centre. It is employed to groom students in communication skills through courses like 'Spoken English cum Readiness skills'.

The College has a separate department for sports with well qualified faculty. College has sufficient infrastructure for outdoor as well as indoor games. Along with outdoor and indoor games related infrastructure, the college has a proper, well equipped and well organized gymnasium also to facilitate the sportspersons associated with the college, whether he/she is a student or a staff member. The college pays good attention to cultural, literary and other personality development activities. The college has a cultural committee, a literary council (committee) and a planning forum. All these forums provide a platform to the students so that their talent can be exhibited and they can develop their public speaking and communication skills. These forums conduct the various inter-class competitions through which the students can develop the sportsman spirit. A women study cell is also there in the college to promote the girl students to participate in various activities and to make them confident enough to face their day-to-day problems.

The College administration is always aware of the infrastructure developmental needs that run parallel to academic enhancements. The

development of various infrastructural facilities is more or less a continuous process which occurs in tune with arising needs.

The College has an **IQAC unit**. It consists of competent team. It has computer and internet facilities with clerical assistance. The College has a fully functional and sensitive **grievance redressal Cell**. There is also an internal complaint committee within the **Women's Cell** of the college crafted specially for girls and women staff of the college. Besides this there is a **Common Room** exclusively for girls. However, due to lack of rooms there is at present no separate room/work space for grievance redressal unit, women's cell, counseling and career guidance, placement unit and health center, etc. such activities are presently operated from a shared space with YDC, IQAC, table-tennis room, etc. For Counseling **and Career Guidance** the college has YDC (Youth Development Cell) unit, which is working for the overall personality development of the students. YDC organizes 10 such lecturer per year and each year approx. 200 students are benefitted each year from these lectures. There is one **placement cell** which informs and sometimes prepares students for employments at various levels. The college has total 02 water coolers and 02 RO systems to provide **pure and safe drinking water** to the staff and the students. They are installed at appropriate places in the campus.

The College library has a full time qualified and recruited librarian. There also exists a library Advisory Committee. All HODs are committee members. Chairman is the Principal and Librarian is the Secretary. Following is the composition and structure of the college library:

* Total area of the library (in Sq. Mts.)	2500 Sq. Fit. Approx.
* Total seating capacity	50 Students & 10 Faculty members
* Working hours (on working days, on holidays, before examination days, during examination days, during vacation)	10 A. m to- 05 P m All the days. (Except Govt. holidays)
* Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)	IT zone with 2 Computers & 2 Printers.
* Library holdings	5500 BOOKS & 32 JOURNALS

In recent years the college has developed a viable IT Infrastructure. A fully functional computer lab operates in the college with 20 computers and allied equipments. The existing Computer-student ratio is 20. Wi-Fi facility of the following description for the students, faculty and office, is also available in the college

S. no.	Description	Amount Per Annum
1	Connection BSNL Plan 7800 FTTH Fiber Cable Unlimited Data Plan 20 GB 100 MBPS	7800/- Paid in Advance for two years

The overall IT infrastructure of the college comprises of:

A fully computerized library with 2 Computers and 2 Printers, A computer lab with 20 Desk Top Computers and two printers under the supervision of two lab assistants, UPS 04, Printer and Fax 01, Projector 01, Photo Stat machines 01, Smart Boards with a multimedia projector, and interactive board, an interactive panel, an interactive pad, VGA cable and power cable CMK., A fully equipped language lab, The College is under surveillance of 16 CC TV Cameras and the same are monitored and displayed on one LCD screens in the Principal's chamber.

STUDENT SUPPORT AND PROGRESSION

The annually updated college prospectus provides wide ranging information about the college; its location, various courses and programmes offered, admission process of UG courses, Fee structure, college rules higher learning, admission rules ,scholarships, concessions, facilities for girl students, teaching departments and teacher profiles. The student handbook provides details of facilities, rules and guidelines for parents / guardians. After the admission to various courses, along with academics, students are encouraged to participate and involve in literary and cultural activities at college, state, national level. Subject societies, associations, clubs, cells and forums cater to student's divergent taste. The college invites experts to improve the performance of the students in the field of their interests so that they can excel at local, zonal, state and national level.

For those students who participate in sports, co-curricular and extra-curricular activities, the institution/ College has separate sports seats /quota for sportsmen as per admission policy. College provide sports kit, daily allowance and sports dress to sportsmen, students participating in cultural activities and students going out to participate in intercollegiate debate competitions. Participant students are given concession in attendance. Outstanding students and sportsmen are honored with prizes at college annual function. Our college regularly receives many prizes in indoor and outdoor sports. We are, every year, proud recipients of trophies and shields in literary and cultural events also.

The college has a well established counseling cell that provides academic, psycho-social and career counseling. The faculty also provides personal counseling to help students to chalk out academic roadmaps for themselves, to enable students to integrate themselves with milieu, to acquaint them with various career options through seminars, to address problems related to stress, anxiety, examination phobia, peer pressure and adjustments to changes environment. As a result of joint efforts made by the faculty and the willing students, students in good number get success in REET, SLET, SSC and other job and career examinations.

Well established grievance redressal cell of the college resolves problems related to academic matters, health services, library, examinations and other services. The cell encourages the students to express their grievances freely and frankly, it addresses the problems regarding basic facilities, tends to promote healthy student – student and teacher-student relationship, tends to promote and maintain a conducive and friendly educational environment. A complaint box has been installed on the campus. The committee members study the case and provide amicable solutions. The college also has a women's cell and an anti ragging committee. No case of any such kind of offence has ever occurred in the college premises.

The Institution has an elected student union consisting of 4 elected members. The elections are held every academic year as per the govt. orders and the provisions laid by the election commission are followed for the same. The Union members are elected by the students for a term of one year. The union has a President, Vice-president, General Secretary and Joint –secretary. The

student union is guided by a five member body comprising of faculty members. The college alumni committee meets once a year. The committee is always in touch with the members of the Alumni through social media and college website. The committee is also concerned about retired teachers and ministerial staff.

GOVERNANCE AND LEADERSHIP

The college emblem contains “Tamso Maa Joitergamys” is the motto of the College. Accordingly the prime emphasis is on value laden quality education and learning without any laxity. The institution was set up with a mission to impart such knowledge as may be necessary for the all round development of the students thereby making them capable of being better employable and deserving candidates for the highly competitive job markets. The college aims at developing humanistic values along with developing skilled human resource as well as responsible citizens to meet the contemporary challenges. The college visualizes at facilitating young adult learners with opportunities to become value sensitive under intellectual environment, thereby sensitizing learners towards inclusive social concerns, human rights, gender and environmental issues. The vision and mission of the institution echo the spirit of the objectives of the national policies of higher education. The institution strives to share the responsibility in nation building. The institution provides comprehensive education instilled with scientific zeal, creating a platform for lifelong learning and social concern. Alongside academics, very significant co-curricular and extra-curricular programs are run by the college with a view to bringing about an all-round personality development of the students. The institution aims at enhancing the self-confidence, competitive spirit and critical self-evaluation amongst the students so as to make them develop and utilize their inner potential with enriched emotional quotient. The college being a Pvt. institution aims at reaching out to the lesser privileged and lesser motivated to pursue higher education and thereby converting the unaware into awakened, educated and capable human resource and citizen.

The institution, Rao B.Ed College is an institution belonging to Rajasthan State Govt. Accordingly; the broad administrative policies are framed by the state Govt. of Rajasthan. The principal and the other office staff work according to the nature and the extent of authority assigned to them. The

Principal of the college is the head of the institution and is always there to provide requisite leadership and motivation to the system. The Principal and the staff/faculty always work in consonance together for designing and proper execution of the quality policy and plans. In pursuance of NAAC guidelines, this cell pays special attention towards making suitable suggestions, implementation of accepted suggestions and monitoring of the developmental programmes adopted by the college for improvement in academics, infrastructure and grooming of the students through co- and extra-curricular activities. For better functioning in academics and supporting fields, administrative committees are formed from time to time by the principal. These committees are often constituted of the members having special qualification and interest in matters related to the purposes of different committees. Thus entire functioning of the college is carried out through different Committees of teachers and members of the non-teaching staff are included wherever required.

By way of the staff council and other general meetings from time to time, the necessary programmes are discussed and the staff is well apprised of the responsibilities and the modus-operandi. At the very outset of the academic session, the head of the institution appoints the conveners for various committees and further nominates the members of committees in consultation with the respective conveners.

Along with the Grievance Redrassal Committee there is also a very efficient RTI Cell to respond to any queries by any stakeholder or whosoever. The cells have an excellent record of satisfying the grievances and information queries, and bringing down the volume of RTIs

INNOVATIONS AND BEST PRACTICES

Recognizing the need of our day, the institution lays stress on environmental consciousness. The use of polythene is discouraged in the campus. No plastic tea/coffee cups are allowed. Besides this, the institution has taken several other steps/initiatives to make the campus eco-friendly: The college campus is overly warm and overly cold. The college class rooms are so airy and well lighted that they hardly need any artificial lighting. A proper care is taken to put off electric consumption when not needed. Class rooms are allotted

according to the no. of students so that the electricity consumption can be checked. This has helped a lot in conservation of electricity. The college has developed an efficient water harvesting system covering a huge area. The college at its own level has taken up certain preventive measures to check the emission of carbon dioxide. The limited use of generator is made, that too when it becomes essential. ACs are limited and turned on selectively. Students are encouraged to use bicycles and most students do not use petrol/diesel driven vehicles. The dead leaves and the waste papers are not allowed to be put on fire. The leaves are buried in the soil itself in a pit specially maintained to make manure for college plantation, trees and grass. Waste papers are disposed off. A lot of expenditure is incurred to keep the environment green. For this purpose the college support staff is working whole heartedly. The trees are planted. The college organizes programmes akin to Van-Mahotsava every year to inculcate this tradition amongst its students. NSS programmes include plantation of trees. Now trees are protected with suitable guards procured with the help of donors. For e-waste management, we are in the process of adopting the policy of buy-back. This newly floated policy underlines that the supplier firms of the electronic materials shall buy-back the obsolete and discarded waste e- material. They shall be responsible also for scientific disposal of it, away from premises and habitation.

Computerization of the Administrative Block and Automatization of the Library

The college realizes the need for advanced systems of learning on one hand and of speedy execution of the office works. Moreover, the environment friendly use of the office resources and the environmental concerns also demand more of e-working and lesser paper consumption. With a view to achieving these objectives, automatization of the library and full computerization of the administrative functioning is realized as necessary. The college had been following the age old pattern of working manually in the office. Now with the need of the day and the Govt. support the whole of the administrative branch has been computerized. Apart from this the library too has been computerized or automated for better and speedy access to books and online access to many journals, reading and research material which is hard to procure otherwise. The college is transforming its administrative working

from manual to computer and internet assisted working. Admission system follows online submission of the forms. This saves a lot of students' and the college staffs' time and energy. It also saves college from a lot of chaos that used to be experienced with manual collection of forms. This also helps the college in maintaining a clear and handy data base of all its students. The whole system is computerized and the college by computerizing the total accounts has successfully got rid of many hurdles. This has resulted in making the system smooth and much more transparent. Had this computerization not taken place and the work efficiency not increased by computerization it would have become nearly impossible to handle the increased work and growing complexities with the limited office staff. Now Bills are computer generated and are presented online. Accounts transfers in most cases are done online. Most of the office correspondence is computer assisted and employs e-mail for faster communication. The automatization of the library has taken place and it has also been connected with the inflibnet.

SWOC ANALYSIS

STRENGTHS

- ✓ Reputation of being Good Teachers Education College in the District with the highest volume of Students.
- ✓ Huge eco-friendly Campus with good number of classrooms and halls
- ✓ Automatized Library with good number of books and journals
- ✓ Indoor and outdoor games facility.
- ✓ Centralized transparent admission system
- ✓ 03 departments in Sci,Comm,& Arts Faciaty all
- ✓ Highly qualified Uni. recruited faculty
- ✓ Govt. job security and ease of work
- ✓ ICT supported interactive smart classrooms and research facility
- ✓ All govt. scholarships for students seeking admission
- ✓ Fully functional computer lab, geography lab, language lab, YDC, etc.
- ✓ Career counseling, Women's Cell, Grievance redressal mechanism, anti- ragging cell, cultural and curricular activities
- ✓ Proven track record of students getting good jobs with government and otherwise, students doing well in sports.

OPPORTUNITIES

- Specialized faculty and expertise available for consultancy.
- Possibility of generating funds for college development from corporate houses.
- Possibility of income generation for the college through coaching for competitive exams in the college building after the college hours.

CHALLENGES

- ❖ To develop competitive edge amongst students from rural background
- ❖ To manage and handle a lot of office work besides teaching.
- ❖ To adapt many of the faculty to technological changes
- ❖ To make students used to smart classroom teaching
- ❖ To handle other govt. duties such as elections and to manage frequent non-University examinations.
- ❖ To save the arts, social sciences and humanities from becoming insignificant

FUTURE PLANS

- To upgrade UG departments to PG level.
- To get approval and funds from UGC and other agencies to construct much needed auditorium
- To get approval and funds from UGC and other agencies to construct swimming pool

PART- I

PROFILE OF THE AFFILIATED COLLEGE

PROFILE OF THE AFFILIATED COLLEGE RAO B.Ed COLLEGE KOTHINARAYANPUR RAJGARH ALWAR (RAJ.)

1. Name and address of the college:

Name : RAO B.Ed COLLEGE KOTHINARAYANPUR
Address : POST OFFICE - MOONPUR THE- RAJGARH DIST Alwar (Raj.)-
 301408

Website: www.shikshasamitirao.com

2. For communication:

Desig.	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr. BIJENDRA SINGH	O: 01464-244370	09166529274	01464- 220267	rao_shiksha@rediffmail.com
Vice Principal	Prof. SAVITRA DEVI	O: 01464-244370	07597784322	01464- 220267	rao_shiksha@rediffmail.com

Steering Committee Co-ordinator	Prof. MAHAVEER PRASAD	O: 01464-244370	09571688002	01464-220267	rao_shiksha@rediffmail.com I
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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. Is it a recognized minority institution?

Yes

No

√

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

--

6. Source of funding:

- Government
 Grant-in-aid
 Self-financing
 Any other

√

7. a. Date of establishment of the college: AUG 2009

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

Raj rishi bharthri matasya
niversity alwar Rajasthan,

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (If any)
i. 2 (f)		
ii. 12 (B)		

(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.) YES

Under Section/clause	Recognition/Approval details Institution/Department / Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
i.	NCTE NEW DELHI F.NRC/NCTE/F-3/RJ- 1010/2501	18/08/2007	Permanent	
ii.				
iii.				
iv.				

(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: (See Annexure 03)

- b. for its performance by any other governmental agency?

Yes No

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

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

Location *	Rural
Campus area in sq. mts.	About 3500 sq.mt
Built up area in sq. mts.	About 3000 sq. meters

(* 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 : **Nil**
- * gymnasium : **Nil** (Some Equipments With Reasonable Space for Exercise)
- * Hostel : **Nil**
- * Boys' hostel : **Nil**
 - Number of hostels: **NIL**
 - Number of inmates
 - Facilities (mention available facilities)
 - Girls' hostel :
 - Number of hostels Nil (1)
 - Number of inmates NIL (Capacity-)
 - Facilities (mention available facilities)

* Working women's hostel : **Nil**

i. Number of inmates: NA

ii. Facilities (mention available facilities)

• Residential facilities for teaching and non-teaching staff (give numbers available -- cadre wise) : **Nil**

• Cafeteria -- Health centre – **Nil**

First aid, Inpatient, Outpatient, Emergency care facility, Ambulance.....

Health centre staff – NIL (Only First Aid Available)

Qualified doctor Full time Part-time

Qualified Nurse Full time Part-time

• Facilities like banking, post office, book shops: **Nil**

• Transport facilities to cater to the needs of students and staff: **Nil**

• Animal house : **Nil**

• Biological waste disposal : Yes

• Generator or other facility for management/regulation of electricity and voltage: ✓

• Solid waste management facility: ✓

• Waste water management: ✓

• Water harvesting: ✓

12. Details of programmes offered by the college (Give data for current academic year – 2015-16)

S. No.	Programme Level	Name of the Programme/ Course	Duration (Yes)	Entry Qualification	Medium of instruction	Sanctioned/approved Student strength	No. of students admitted
1	Under-Graduate	B.Ed	02	Graduate	Hindi/English	200	200
2	Post-Graduate	Nil					
3	Ph. D.	Nil					
4	UG Diploma	Nil					
5	BA (Hons.)	Nil					

13. Does the college offer self-financed Programmes?

Yes No

If yes, how many? NA

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

Yes		No	√	Number	
-----	--	----	---	--------	--

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.)

Particulars	UG	PG	Research
Arts	B.Ed	Nil	
Any Other not covered above : UG Diploma in Tourism UG Diploma in Human Rights	Nil		

16. Number of Programmes offered under
(Programme means a degree course like B.Ed...)

- a. annual system
- b. semester system Nil
- c. trimester system Nil

17. Number of Programmes with

- a. Choice Based Credit System : Nil
- b. Inter/Multidisciplinary Approach : Nil
- c. Any other (specify and provide details) : Nil

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)...18/08/2007.

(dd/mm/yyyy)

and number of batches that completed the programme

- b. NCTE recognition details (if applicable)

Notification No.F.NRC/NCTE/F-3/RJ-1010/25019

Date:18/08/2007..... (dd/mm/yyyy)

Validity: ermanent..

- 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/yyyy)

and number of batches that completed the programme

- b. NCTE recognition details (if applicable)

Notification No.:

Date: (dd/mm/yyyy)

Validity:.....

- 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

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	All Lecturers Sanctioned Post – 15 Recruited – 15						*M	*F	*M	*F
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC / University /	9	6					06	01	01	0

Positions	Teaching faculty						Non-teaching staff	Technical staff		
	All Lecturers Sanctioned Post – 15 Recruited – 15									
State Government <i>Recruited</i>										
<i>Yet to recruit</i>										
Sanctioned by the Management/society or other authorized bodies <i>Recruited</i>	nil	nil	nil	nil	nil	nil	nil	nil	nil	nil
<i>Yet to recruit</i>										

*M-Male *F-Female

21. Qualifications of the teaching staff: (Entries according to pay scale, not according to post. Posts not awarded)

Highest qualification	Professor (s)		Associate Professor (s)		Assistant Professors Lecturers		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	--	--	--	--			
Ph.D.	01	---	---	--	--	--	1
M. Phil.	--	---	--	--	01	01	02
PG		--			07	05	12

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

Nil

23. Furnish the number of the students admitted to the college during the last four academic years. (2011-12, 2012-13, 2013-14, 2014-15)

Categories	Year 1 2011-12	Year 2 2012-13	Year 3 2013-14	Year 4 2014-15

	Male	Female	Male	Female	Male	Female	Male	Female
SC	13	7	14	7	15	8	14	7
ST	30	7	18	14	15	15	19	11
OBC	19	3	25	6	13	8	24	4
General	10	11	8	5	10	10	8	9
Others	-	-	3	-	6	-	4	-

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

2015-16

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	100 %	-	-	-	100
Students from other states of India	-	-	-	-	
NRI students	-	-	-	-	
Foreign students	-	-	-	-	
Total					100

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

UG PG

26. Unit Cost of Education

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

(a) including the salary component

(b) excluding the salary component

27. Does the college offer any programme(s) 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

Name of the University which has granted such registration.

b) Number of programmes offered

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

Yes No

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

Course	Teacher-student ratio
B.Ed	1:13

29. Is the college applying for Accreditation : Cycle 1 Cycle 2 Cycle 3 Cycle 4
Re-Assessment:

(Cycle 1 refers 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:

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

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

244 Days

32. Number of teaching days during the last academic year

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

244 Days

33. Date of establishment of Internal Quality Assurance Cell (IQAC)

IQAC:

Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

Nil

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

PART- II

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.

Rao B.Ed College Kothinarayanpur - Rajgarh Alwar is a pioneering institution of young adult boys and girls with a vision of empowering them through higher education that combines emerging global trends with value-based nurturing of enlightened youth. The college aspires to have a transformational impact on students through comprehensive education by inculcating qualities of competence, confidence and excellence.

Our Mission:

To make every student employable through all encompassing training and development of right skills

To emerge as a centre of academic excellence and research

To concentrate on identity improvement of each student through advancement of positive attitude, initiative qualities, self- awareness and self confidence

To produce youngsters who, alongside being job-skilled, are adroit to address the bigger issues of life and be viable in building a strong and modern day India.

To actively respond to the pivotal issues of our general public and socio-political environment of the world

To connect with the less-privileged and meriting segments of our society and provide assistance to them

To instill national spirit and appreciation for our society among our students and society at large

Objectives:

The main objective of the institution is to transform the students into well meaning citizens through the committed pattern of instructions based on carefully prepared and well designed curricular aspects. The changing needs of the time are the basis while building a rich corpus of talent.

The vision and mission of the institution is communicated to the students, teachers and others through the college prospectus, college magazine, and college website.

The goals and objectives are made known to the new entrants through discourses on Women and Development, Freedom struggle, the teachings of great men, ethics and human values, use of technology and emerging global trends—all of which encapsulate the ideals of our great leaders which has inspired our society and our country at large.

The goals and objectives are made known through the meetings with Students, Parents, Alumni and the media.

Activities planned and conducted by the Youth Skill Development Cell (Women Cell, Planning forum and Human Rights club) Students' Council and Literary Committees; also serve to reiterate the mission and vision of the college.

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).

The college meticulously plans and develops action plans for effective implementation of the curriculum which is in line with the institution's goal to empower students through quality education. Teachers prepare schedule of work for each subject. Keeping in view, the no. of working days available; the syllabus is divided into units which are to be finished by a given deadline. This schedule of work is made available in the department. Each department of the college follows the academic calendar issued by the affiliated university.

The curriculum delivery is effectively done through lectures, supported by Power Point Presentations, and study material is also given to students. This is supplemented by Group-Discussions, Seminars and Interactive session. Each department prepares the calendar of activities like Extension Lectures, Power Point presentations, Group-Discussions etc., to achieve the desired outcomes. The quality of the education imparted to students is monitored and ensured through regular feedback obtained from the students and necessary remedial measures are incorporated in the future. Further, the quality of education imparted is periodically evaluated by external agencies like the National Assessment and Accreditation Council (NAAC).

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?

As the College is affiliated to the R.B Matsaya University Alwar of Rajasthan, it follows the University designed curriculum. The College operates at UG level keeping in mind our goals and objectives, that is, to make every student employable through holistic education and development of right skills through Industry oriented practical approach. The University forms an Academic Calendar that specifies the commencement of the Annual examination.

The University conducts Refresher Courses through UGC Academic Staff College for the benefit of the faculty members. This includes the latest trends in teaching pedagogy, trends in the use of ICT, Blended Learning, Creative Reading, etc. that helps in the updating and upgrading the subject knowledge. The college sends the faculty to Faculty Enhancement Programmes and Quality Improvement Programmes conducted by the university and other institutions and agencies.

In-house workshops, seminars and discussions are further organized to disseminate the inputs gained from the above orientation and refresher programmes.

The faculty is encouraged to publish articles in journals of national and international repute to inculcate and promote research culture. The Institution provides library facilities to the faculty to effectively deliver the curriculum.

Student feedback on teachers and curriculum is taken through suggestion box to make teaching learning more effective.

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.

The college ensures effective curriculum delivery and transaction on the curriculum provided by the university and facilitates the development of higher order cognitive skills such as critical analysis, problem-solving, evaluation and synthesis by:

- Preparing Academic Calendar and Schedule of work.
- Using ICT based pedagogical tools
- By integrating Hands-on Work experience in the practical subjects.
- Organizing Industrial visits.
- Assigning projects
- Organizing workshops
- Organizing guest lectures

- Panel discussions on issues of regional, national and global significance

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 networks and interacts with people from industry, research bodies and the university in effective operationalisation of the curriculum. Experts from the service sectors, small and medium scale industry, and civil society are invited by Youth Skill Development Cell Women cell, Planning forum and Human Rights club) to ensure effective implementation of the curriculum.

- **Industry** For quality enhancement the students are given exposure to the industry. Regular Industrial visits are organized by the departments for imparting first hand practical knowledge to the students.
- **Industry Academic Interface** –Regularly inviting leading luminaries and professionals from relevant Industry to interact with the students and provide inputs in the latest trends in management, human resources, marketing, operational areas etc.
- **Youth Skill Development Cell**—People from companies and corporate houses of repute are invited for lectures and for meaningful interaction.
- **University** –Regular formal Board of Studies meetings conducted by the University and informal departmental meetings throughout the academic sessions help the faculty to keep themselves abreast of the latest trends in their fields of study. Professors from the University are invited for discussions, workshops and for professional interactions with the faculty members.

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.

Designing and restructuring of courses mainly lies on the Affiliating University. The college, however, makes significant contribution in the curriculum design and development through its staff members who are on the Board of Studies; they effectively represent the college on the Board of Studies.

The departments hold meetings to review the adequacy and viability of the existing courses and the changes required to dovetail into the contemporary

system are discussed with all the faculty members. Feedback of students and their parents on the desired changes in the curriculum are also obtained. Inputs from alumni and employers are also taken into consideration. After thorough discussion a draft is prepared. Members of staff on statutory academic bodies communicate the suggestions/recommendations to the Board of Studies meeting held at the University for redesigning the programs for appropriate and effective inclusion.

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

The Institution strives towards overall development of students and quality enhancement of learners through various aspects of holistic personality development, orientation programs and life skill enrichment programs conducted during their period of studies that focuses on communication skills, leadership qualities, analytical skills, etiquettes and awareness programmes on environment.

Short term courses other than those offered by the university are designed. Keeping in view the growing demand and relevance of communication skills in English in the highly competitive globalized world, the college offers skill oriented certification in the following courses which are not under the purview of the affiliating university.

- **Spoken English and Communication Skills:** The Department of English conducts the course in Spoken English and Communication. Several sessions are held in a hi-tech Language Lab fitted with latest equipment along with this, focus is equally given to personality development as it chisels and refines the overall personality of the students and to help them face the challenges of the world when they walk out of the portals of the college.
- **TOURISM-** The Department of History.vists the students to the historical places.
- **HUMAN RIGHTS-** The Department of Sociology conducts certificate, diploma and advanced diploma courses in Human Rights.

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

The college ensures the achievement of the stated objectives of the curriculum through the critical analysis of the following:

- Student Feedback on Teachers (Through random selection)
- Student Feedback on Curriculum (Through random selection)

- Parent's feedback on Curriculum (Through random selection)
- Student Performance and Result Analysis
- Quality of Placement – the number of students placed in reputed corporate houses/industries and the government jobs.
- Quality Enhancement of Faculty– regular enhancement of teaching-learning skills along with the theoretical inputs through participation in national and international workshops, seminars, conferences, discussions etc.
- Achievements of Faculty – Professional qualifications pertaining to the areas of specialization, paper presentations and publications in reputed journals
- In-house Research activities – Minor and Major projects undertaken in collaboration with various government agencies.
- Overall Performance of the Institution - University results and top ranks obtained at the University level, participation in various cultural and sports activities, competitive exams, progression of alumni.
- Extension Activities: Participation in social outreach and extension activities.

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 college develops curricula which address the needs of society and are in line with and reflect the institution's goal to empower young boys and girls through quality education.

- **Spoken English and Communication Skills:** The Department of English conducts the course in Spoken English and communication. Several sessions are held in a hi-tech Language Lab fitted with latest equipment along with this, focus is equally given to personality development as it chisels and refines the overall personality of the students and to help them face the challenges of the world when they walk out of the portals of the college.
- **TOURISM-** The Department of History.vists the students to the historical places.
-

- **HUMAN RIGHTS** The Department of Sociology conducts certificate, diploma and advanced diploma courses in Human Rights.

These courses have been designed to chisel the personality of students so that when they walk out with a degree they are also ready to face the world with confidence, grace and a winning edge.

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

NA

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.

- **Range of Core /Elective options offered by the University and those opted by the college** NA
- **Choice Based Credit System and range of subject options** NA
- **Courses offered in modular form** NA
- **Credit transfer and accumulation facility** NA
- **Lateral and vertical mobility within and across programmes and courses** NA
- **Enrichment courses:**
Enrichment courses running in the College are: Spoken English, RMoL, Tourism and Human Rights.

a) Compulsory Subjects: The College follows the curriculum prescribed which is mandatory. There are four compulsory subjects-General English and General Hindi Computer Application, Environmental Science at Under Graduate level within the framework of university rules.

b) Optional Subjects: The College offers wide range of options within the framework of the university. There are 8 optional subjects: English, Hindi, Sanskrit, , Political Science, History, Science, Geography, Sociology,. There are as many as 13 combinations of subjects.

Subject Combination			
S.No	Subject I	Subject II	Subject III
1	Maths	Chemistry	
2	Maths	Physics	
3	Bio.	Chemistry	
4	Bio.	Gen.Sci.	
5	Chemistry	Gen.Sci	
6	Physics	Gen.Sci	
7	Maths	Gen.Sci	
8	B.K	C.P	
9	Geography	S.S	

10	Geography	History	
11	Geography	Civics	
12	Hindi	Sanskrit	
13	Hindi	History	
14			

The optional subjects are offered to encourage inter-disciplinary academic pursuits and to enhance students' competence and job prospects. The institution provides flexibility to the students in making choice of the optional subjects depending on their interest and requirement.

Academic flexibility in terms of time available for the students to complete their programme of study is as per the norms of the affiliating university.

Flexibility to pursue the programme with reference to the time frame is in conformity with the university rules.

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.

NIL

Self-Financed Programmes offered by the Institution.

NIL

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.

Yes, the college provides skill oriented programmes relevant to regional and global employment markets to keep pace with the changing global trends and requirement, course on tourism and human rights have been introduced with sharp focus on the current placement scenario and accent on specialized skills which ensure employment in the regional and global marketing level. Thus, the institution is redesigning courses that are relevant to the regional and national needs.

- **Entry into Services:** Nil

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?

NA

1.2 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. Still, the courses offered have their relevance to the institutional goals and objectives; the college aims to inculcate the highest intellectual standards through rigorous academic commitment and discipline. Students are inspired to aspire for higher level of academic achievement by mastering the subject chosen to study. The institution strives towards overall development of students and quality enhancement of learners through various aspects of holistic personality development, orientation programs and life skill enrichment programs conducted during their period of studies that focuses on managerial skills, communication skills, leadership qualities, analytical skills, etiquettes, group discussion, global warming, awareness on environment through guest lecture, moral and ethical values, role and scope of youth in uplifting the society. The College ensures that the University curriculum is followed in the best of the spirit. The College academic calendar is prepared every session with the active involvement of the College Time Table Committee and Heads of the Departments. The Principal makes sure that the curriculum framed by the University is supplemented in such a way that it reflects the mission and vision of the Institution. Regular feedback obtained from the Vice Principal [Academics], and the Heads of Department helps in monitoring and evaluating the teaching and incorporating necessary remedial measures, if necessary.

1.3.2 What are the efforts made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students and cater to 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 and departments.

- **University level:** Nil
- **At Institution level:** The College has taken measures to cater to the global market needs based on the true assessment of strength and services offered in the campus. To develop the required skills, brain storming sessions are held for the faculty to design the tools in the areas of spoken English, use of computers and providing in-depth knowledge in the respective subjects. All the departments in the College conduct seminars, workshops, group discussions and field visits to enrich the curriculum.
- **Self-development:** A Certificate Course in Personality Development was introduced for all-round development of

students. A course in Spoken English communication skills in English was also conducted so as to brighten the career prospects of the students

1.3. 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?

The institution has always actively responded to the momentous issues of our society and socio-political environment of the world. To integrate the cross cutting issues like gender, climate change, environment education, human rights, ICT etc. positively into the curriculum. The college has a well established Youth Skill Development Cell. Activities related to these issues are also conducted by and YSDC.

- **Gender Sensitization:** Panel Discussion on Women's Rights, Women Empowerment through Higher Education, lectures on Gender Equity are organized to create awareness about Gender issues and promote gender equity.
- **Climate change:** Extension lectures on Global warming, Ozone layer depletion, and Carbon emission organized to spread the message across all sections of society.
- **Environmental Education:** Environmental studies subject is taught in the university syllabus. Lectures by luminaries were organized to address profoundly urgent global issue and save environment. Students are given inputs regarding the concept and taken to field visit as part of their assignments and project work. The College celebrates World Environment Day, Earth Day, Ozone Day and other important days to drive home the significance of environment.
- **Human rights:** Anti-Ragging cells, Grievance Redressed Cell are active in the college campus. Certificate course on Human Rights has been introduced in the college. Lectures on Consumer awareness, Women's rights are organized, and Human Rights Day is observed.
- **ICT:** The College has infrastructure for imparting computer training as it is included in the curriculum of UG classes. This basic knowledge of computers and technology training make the students a part of global information system and enhances their employability.

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

- **Moral and ethical values**
- **Employable and life skills**
- **Better career options**
- **Community Orientation**

Inculcation of Moral and Ethical values:

- The Students are motivated by way of special lectures so as to instil moral and ethical values in them
- Yoga and meditation programmes are arranged by YSDC
- Self-realization programs in collaboration with the Art of Living are organized.
- Community orientation programmes such as Planting trees, AIDS awareness, Literacy programmes, Polio eradication, Blood Donation camps visits to Old Age Homes, School for Blind are organized through YOUTH SKILL DEVELOPMENT CELL, NCC, NSS, WOMEN CELL, and PLANING FORUM and HUMAN RIGHTS forum.
- **Employable and Life Skills:** The College organizes Communication Skills workshops, Group Discussions, Power Point Presentations; Resume writing at regular intervals in the institution. Career Counseling workshops are organized to orient the students. It is a regular practice of the institution to invite expert resource persons to conduct workshops on the development of interview competence among the students. Students are also allotted different responsibilities in organizing various events and activities such as cultural programmes, competitions, seminars, workshops etc. In this way, they improve their team building and organizational skills.
- **Personality Development:** Soft skills are developed, along with Personality Development.
- **Better Career Options:** The College provides regular computer classes for all students to develop their skills.
- **Community Orientation:** Institution regularly organizes Blood Donation Camp, AIDS awareness, Environmental awareness programs, and observes World Water day, Global warming in collaboration with NSS, to instill social consciousness among students, drive against female feticide and other social outreach activities like visits to old age homes, School for the blind are organized to give the students a taste of real life situations and become socially responsible citizens. Other extension activities which instill social consciousness and enrich the curriculum and ensure holistic development of students are also held.

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

Responses on curriculum are randomly collected from Alumni, parents, students, peers, and other universities. The feedback thus obtained is communicated to the University for appropriate action through the faculty members who are part of the Board of studies & Board of Examiners in the

particular faculty in the University. The feedback has been utilized in enriching the curriculum to enable students to have a better grasp.

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

The college uses education as the tool for empowering students and through the transaction of the enrichment programmes it has adopted; it seeks to address the all-round development of the students enrolled in the various academic programmes it offers. The Institution makes sure that the programmes offered in the curriculum include contribution to national development, fostering global competencies among students, inculcating a value system among students, promoting the use of technology and quest for excellence.

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?

Designing and restructuring of courses mainly lies on the Affiliating University. The college, however, makes significant contribution in the curriculum design and development. The existing courses are restructured and updated to meet the emerging national and global trends by reviewing periodically the syllabus of the reputed institutes, by organizing and attending education fairs and seminars/conferences on emerging trends in various sectors. Our faculty keep themselves abreast of the changing national and global trends by attending Refresher Courses and participating in seminars. To review the adequacy and viability of the existing courses and the changes required to dovetail into the contemporary system are discussed with all the faculty members. In-house departmental meetings are held to review the courses and programmes. Feedback of students and their parents on the desired changes in the curriculum are obtained. Inputs from alumni are also taken into consideration. The feedback (through random selection) thus obtained is analyzed. After thorough discussion a draft is prepared. Members of staff on statutory academic bodies communicate the suggestions/recommendations to the Board of Studies meeting held at the University for redesigning the programs for appropriate and effective inclusion by the university.

1.4.2 Is there a formal mechanism to obtain feedback from students and made use internally for curriculum enrichment and introducing changes/new programmes?

The existing programs are reviewed and new age programmes introduced to create better opportunities for students. Feedback from students, alumni, parents, academic peers and community are obtained for formulation and introduction of new courses.

- **Students:** A Performa based on NAAC recommendations has been designed to obtain feedback on curriculum. The Performa is distributed through random selection of students.
- **Alumni:** Alumnae Meet which is a regular feature provides a platform to its old students to participate in college activities and give their valuable suggestions on curriculum.
- **Parents:** The feedback on curriculum is obtained from the parents through random selection.
- **Industries:** Regular interaction with industry experts by inviting them for delivering expert talks and industrial visits organized for the students provide an opportunity to interact with the industrial sector and obtain their inputs on the curriculum.
- **Academic Peers:** National seminars, conferences, workshops and extension lectures organized from time to time facilitate exchange of ideas with the peer group and update the faculty about the latest emerging trends.
- **Community:** Cultural programs, social outreach activities provide opportunity to interact with community and introduce need based programs.

The feedback thus obtained is analysed. In-house departmental meetings are held to review the courses. The Principal discusses the key findings with the Heads of the Departments. The changes recommended in various courses are tabled in Board of Studies meetings by the member teachers for appropriate inclusion by the university.

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? - NIL

- **PUBLIC ADMINISTRATION: NIL**

Optional in UG Courses/New Programmes:

- **Career oriented courses:**
- **Public Administration** as an optional subject is introduced in the college.

Any other relevant information regarding curricular aspects which the college would like to include.

NIL

CRITERION II TEACHING - LEARNING AND EVALUATION

2.1 Students Enrollment and Profile.

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

The college is running Sci, Art & Comm Faculty with 15 Teaching Staff one of the largest colleges in the Distt. with 15 teaching staff. The college gives wide publicity to **admission process (UG)** through:

- Prospectus (online and). The college prospectus contains the rules, procedure of admission and admission policy.
- Advertisement /news in news papers
- College website www.shikshasamitirao.com
- The admission process is completely online. After registration of forms, merit is generated online. The students come to college to deposit fee after verification of original documents by the admission committee.
- For admission- any student for india one pan India can apply. There are no charges for filling admission form.

PG admission process: Nil

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 various programmes of the Institution.

The college, being a government institute, strictly follows the admission policy issued by the Commissionerate of College Education, Rajasthan. The criteria and process of admission to various programmes are as follows:

- The admission take place by the entrance test which hold by the state govt.
- Online application forms are invited for admission to various programmes of UG.
- Due weightage is given to OBC/SC/ST/SBC/PH/KASHMIRI/DEFENCE category aspirants. Seats are reserved for these students as per government rules.

- Fair chance is given to all aspirants. Admission is based strictly on merit of state govt. entrance test.
- Almost six merit lists are published.
- Fresh registration forms are invited if seats remain vacant.
- Outright admission is given to students who have represented in national level sports competitions.

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 with the city/district.

A student having the following percentage can apply for admission to UG/PG program:

SUBJECT /PROGRAM	RBSE/CBSE/ICSE/UOR	OTHER STATE
B.Ed	50%	50%

The following table shows the maximum and minimum percentage of marks for admission to different programs for the session 2015-16:

Program	Qualifying exam	Max % (GEN)	Min % (GEN)	Max % (OBC)	Min % (OBC)	Max % (SC)	Min % (SC)	Max % (ST)	Min % (ST)	Max % (SBC)	Min % (SBC)
B.Ed	B.A./B.Sc./B.Com	-	50	-	50	-	50	-	50	-	50

This is the most reputed college in district, No compromise is made with the quality of teaching. Student intake is strictly on the basis of merit.

2.1.4 Is there a mechanism in the institution to reviews 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 a central mechanism at the Commissionerate of College Education, Rajasthan, to review the admission process:

- Online admission is controlled by a team of experts at the office of PTET Ajmer .
 - Due suggestions and feed back is invited from the colleges and students.
 - Detailed student profile is maintained in hard and soft copy.

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

The college strictly follows the Government of India/Rajasthan policy on reservation:

- OBC—21%
- SC—16%
- ST—12%
- SBC—01%
- Seats are reserved for the OBC/SC/ST/SBC/PH/KASHMIRI/DEFENCE categories as per government rules within the respective category in percentage of the total seats.
- Due weightage/bonus is given to recognized sports /NCC/NSS/ward of College education employee / PH/KASHMIRI/DEFENCE.
- Publicity via news in news papers.
- All notices are uploaded on the college website
- The college helps desk contact and counsel admission seekers and provides solutions to their queries.
- Extra bonus is awarded to female aspirants in the subjects not available in women's college.

The following table shows the number of students of reserved categories admitted in the college from 2012—2016 to different programs:

Year	Category	BEd.(PASS COURSE)	B.A.(HONOURS)	M.A.(PRE)	TOTAL
2012-13	OBC	31	Nil	Nil	31
	SC	21			21
	ST	32			32
	SBC	03			
2013-14	OBC	21			21
	SC	23			23
	ST	30			30
	SBC	06			06
2014-15	OBC	28			28
	SC	21			21
	ST	30			30
	SBC	04			04
2015-	OBC	27			27

16					
	SC	20			20
	ST	38			38
	SBC	06			06

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.

The following table reflects the trends of admission to various UG programs.

Sno.	Programmes	Number of applications	Number of students admitted	Demand ratio
1.	B.Ed 2012-13 2013-14 2014-15 2015-16		100 100 100 100	
2.				
3.				

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 has Ramps for smooth and hassle free movement of the physically challenged. A nominal fee of only Nil. is charged from these students.

The college caters to the need of differently-abled students and for smooth movement of physically impaired students there are ramps in the main building of the college. The institute adheres strictly to the government policies as far as the admission process is concerned. For differently abled students there are reservations as follows:

1. There is outright admission for deaf and dumb, and blind candidates.
2. % of the total seats are reserved for physically handicapped students, at UG level.
3. As per university norms writers are provided to the visually impaired students during examination. Extra time of one hour is given for such students.

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 admission process is purely on the basis of merit. The percentage obtained in the qualifying examination is the criterion for admission. Looking at the national policy of reservation for different categories admission policy has been framed by the commissionerate of college education.

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

These courses are not applicable in the college. However the students are free to take guidance from the teachers if they are not able to cope up with the course.

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

The institution sensitizeds its staff and students through international, national and departmental seminars, extension lectures, demonstration of disaster management activities by state level experts(conducted by) along with various other activities such as plantation, blood donation camps, cultural and literary programmes(rangoli, quiz competition, essay writing etc).Anti ragging cell works in the campus round the year. Departmental tours are also organised in order to sensitize its staff and students.

Women cell, YDC constantly work for making the students aware and sensitive towards social issues.

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

To sharpen the skill of advanced learners the institute attempted to identify on two-fold criteria of responses in the class room as well as the performance in the internal examinations and allied activities such as games, literary and cultural competitions etc. These students are encouraged to interact more freely and frequently with the teachers, both formally and informally. Challenging assignments are given to them to sharpen their skills. They are suggested to consult books and journals concerned to the subject from the college-library as well as from other sources in order to facilitate them. Due recognition is given to those who exhibit proficiency in their respective subjects by way of giving them a chance to address their peers.

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 learns , economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?

In order to ensure a very low Drop-out rate of students in UG and programmes, we provide scholarships to the students from disadvantageous sections of the society on behalf of the state government. However, the rate of Drop-out students is almost negligible in the institution. Even, our institution also organizes tutorial/remedial classes for slow learners. Enquiries into the specific instances have revealed financial constraint to be the predominant reason. Counseling is provided to the students who are identified to have a very low level of self confidence and self motivation round the year through help desk. Students found lagging in studies are paid special attention by the staff in order to boost up them morally.

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 blueprint etc.)

The college is a Private institute and is governed by the Commissionerate of College education Rajasthan. The academic calendar is issued by the Commissionerate at the beginning of the session and the college is bound to adhere to it. The college is affiliated to the University of Rajasthan which decides upon the syllabi of all subjects. The BOS (Board of Studies) is a regulatory body which defines the syllabi in the university.

The examination schedule is also designed by the university, which is strictly followed by the college.

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

The internal quality assessment cell has been formed which looks into the development of academic and other aspects of college. It holds regular meetings to monitor how these activities are contributing towards betterment of the teaching learning process. Besides it gives suggestions which are very relevant and useful for 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?

LED projectors, films, slides, in-house discussions ,debate team carousel, technology based TPT's, confer compare clarify, categorizing and sorting, language function cards, think pair share

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?

The institution fosters critical thinking, objective attitude and creativity by organizing several international/ national /departmental seminars, extension

and guest lectures, counseling programmes etc. Over the years, a specific methodology and culture of teaching/learning has been evolved that caters to need of the students. Each department is accorded leverage in devising its own way of achieving this end. The department of geography and sociology conduct socio-economic tour as well as survey in order to acquaint them with socio-economic pattern of the society. The department of History provides advance learning to the students through diploma in tourism. The Diploma in Human Rights conducted by department of sociology provides in depth understanding and lifelong awareness to the students.

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.

In addition to lecture method, to enhance the academic quality a number of innovative methods are used in the college which is as follows:

- Language Lab
- Audio & Video lab
- Movies/ Documentaries based on the syllabus prescribed and related to the Syllabi are shown.
- Provision of the facility of INFLIBNET for online access to e-material for Students.
- Access to multi-media learning material
- Showing Movies/ CD's based on prescribed texts
- Students' participation in symposium/seminar (conducted by the college & other institutions).
- Group Discussions and Seminars for P.G. Students.
- Organizing Seminars /extension lecture by experts in their respective fields to share their knowledge with students

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

There are several lecture series for the benefit of students and faculty under the aegis of centre for excellence. Departmental seminars, quizzes and related activities help in exposing the students to advanced level of knowledge.

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?

The students are made to understand the curriculum in depth. Extra classes and revision classes are arranged for students. To give a competitive edge, the

students may attend YDC classes in the college where lectures related to the competitive exams are delivered.

For personal and psychosocial support the faculty members are easily accessible to all students. Students are personally counselled not only for their academic performance but also for their psychological wellbeing.

2.3.8 Provided 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 faculty to adopt new and innovative approaches and the impact of such innovative practices on students learning?

There is a constant up gradation of teaching methods in the college:

- A. Conventional teaching with chalk has given way to smart classes and projectors.
- B. Seminars and workshops have become a regular feature of our college, and there are one or more national level seminars every year.

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

- a. The library has a rich collection of books and journals.
- b. Every student has 2 lending cards for issuing books for 15 days.
- c. The reading room is open for students from 10.00 a.m. to 5.00 p.m.
- d. Teachers have access to books, journals and INFLIBNET.
- e. Text books and reference books are also available in the respective departmental libraries.

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 curriculum is completed within the planned timeframe. The teachers prepare the teaching plan for the entire year, and teach accordingly. The curriculum is planned and framed by the University, and the faculty completes the syllabi on time. There are occasional disturbances due to student uprising, elections etc, but they are overcome by extra classes.

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

The performance of students in class tests, annual examinations, and university exams are parameters that show the effectiveness of teaching learning process. Departmental meetings are held to take suggestions from the staff to improve and evolve the teaching learning process.

2.4 Teacher Quality

2.4.1 Provided 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	Selection Scale		Senior Scale		Lecturer		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	-	-	-	-	-	-	-
Ph.D.	01				-	-	01
M.Phil.					01	01	02
PG					07	05	12

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 etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

The college is an Arts college and Science subjects are not taught. However there are Diploma courses in college for e.g. Tourism and Human Rights. Along with the college staff faculty is invited from other institutions for these courses.

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.NIL

(a)Nomination to staff development programme

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

(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 - New curriculum and other changes are conveyed by Principal to HODs who explain the changes to other teachers.
- Content/ knowledge management
- Selection, development and use of enrichment materials - Training for use of internet and to prepare power point presentations
- Assessment
- Cross cutting issues
- Audio Visual Aids/multimedia - Training programmes are organised by computer department from time to time for use of multimedia projector, use of smart boards and language lab. etc.
- 2 day workshop of smart class training was held for teaching faculty from 7-8 Jan.2015
- OER's - Open Educational Resources- Teachers make use of Internet and Library and inflibnet e- journal

Teaching learning material development, selection and use

(C) Percentage of faculty.

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 organized by professional agencies				

(NOTE: For department/faculty wise details kindly refer to point 19 of evaluative reports of departments)

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.)

To promote professional skills and development of the faculty, the college:

- Encourage the faculty to attend Orientation / refresher programmers, training programmers and workshops
- Encourage faculty to apply for Major/Minor research projects.
- Encourage the faculty members to Organize national /international seminars on crucial issues.
- Grants academic leave for attending seminars organized by reputed institutions.
- Invites eminent personalities from different disciplines under CENTRE FOR EXCELLENCE scheme of the UGC.

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.

The college is governed by Directorate of college education which has discretion for awarding the teachers.

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?

There is a prescribed proforma for the students where they give their views about the teachers. They also give suggestions on ways to improve teaching in the classroom.

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?

The syllabus is divided into three units and it clearly shows the distribution of marks for each section.

The teaching staff participates in the Board of Studies (BOS) committee which looks into the relevance of syllabi each year. At the time of framing of syllabus, staff from various colleges under the University of Rajasthan is involved in the process of making the syllabus. The question papers are set by teachers from all colleges of the University. Thus all the faculty members are involved directly in the examination system.

The answer books are assessed by the faculty members, which are sent back to the university after evaluation. The students are made aware of the nature of examination, and are made to prepare for it accordingly.

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 college is bound to follow all the evaluation reforms given by the university. The university ensures fair system for exams and subsequent evaluation.

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 University of Rajasthan gives the guidelines for evaluation and reforms in the same from time to time. The college strictly follows the norms set by the university.

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.

The college is a constituent college of University of Rajasthan and it strictly follows the exam schedule and pattern designed by the university.

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.

The internal assessments show the performance of students, and they are a very useful tool to assess the shortcomings of students. The students are shown their weak points and where they are likely to lose marks, and which are the points they should emphasize

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

The attributes which the college tries to develop in a student are:

1. A graduate should have a thorough knowledge of his subject
2. He should have good expression skills
3. A well developed personality and an all round development.
4. Well conversant in the modern day technologies and modern ways of presentation.
5. A graduate should be culturally oriented with singing and dancing skills.

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

The college follows the examination instructions of the university. There is provision of re-evaluation of answer books at the university level. If a student feels he has underscored in any particular paper, he/she can apply for re-evaluation within a month of declaration of results.

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?

Our primary objective of the teaching/learning process is to enable the students to achieve the stipulated level of knowledge along with their skill development. It is the declared objective of the institution in particular, to impart practical training and guidance to the students in each programmes undertaken by the teaching Departments in our College. We strictly follow course curriculum prescribed by the university.

2.6.2 Enumerate on how the institution monitors and communicates and 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 year) and explain the differences if any and patterns of achievement across the programmes/courses offered.

The progress of the students is given by the university. The teachers constantly monitor the performance of students through class tests and assignments and help them to prepare for the main examination.

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

Classroom teaching involves discussions related with examination question patterns. Along with teaching of syllabus, the students are made aware of various National and state level competitive examinations, and questions from these exams are discussed in the class.

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?

There is a placement cell in the college which guides the students about the venues open for them. YDC and counseling cell also help students to look into career opportunities. Business heads and other entrepreneurs come to the college and guide them on job prospects.

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 college maintains a systematically collected T R which shows the performance of students at the University examinations. The T R is stored for future analysis and assessment. For analyzing the performance of students a meeting of heads of departments is called, and keeping in mind the previous year's performance, methods and means of improvement are discussed. The heads of departments in turn take a meeting of faculty members in their respective departments so that the students perform better in the coming year.

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

Our institution trying our best of acquisition of fundamental as well as superior knowledge in all the subjects along with development of practical as well as vocational skills, computer literacy, creation of general social awareness, cultural and artistic sensibility formation, imbibitions of the principles of moral and ethical values, etc. In order to attain these goals, well-defined practices and programmes have been devised by our college.

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 individual teachers of the concerned departments assess the evaluation outcomes through term test and giving assignments to the students.

CRITERION III

RESEARCH, CONSULTANCY AND EXTENSION

3.1. Promotion of Research

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

Nil

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.

Nil

A Research and Academics Activity Enhancement Cell (RAAEC)

Nil

Recommendations of the RAAEC: Nil

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

- ❖ **Autonomy to the principal investigator**
- ❖ **Timely availability or release of resources**
- ❖ **Adequate infrastructure and human resources**
- ❖ **Manual for self-study report**
- ❖ **Affiliated/constituent colleges**
- ❖ **Time-off, special leave etc. to teachers.**
- ❖ **Support in terms of technology and information needs like computer**
- ❖ **Internet**
- ❖ **Facilitate timely auditing and submission of utilization certificate to the funding authorities**
- ❖ **Any other**

Autonomy to the principal investigator:

The Principal investigator has total freedom in selecting the topic or theme of the problem, funding agency in selection process of research scholar for travelling to research institute and libraries and place for data collection etc.

- Giving autonomy to Principal Investigator in carrying out research.
- **Timely availability or release of resources Nil**

Adequate infrastructure and human resources:

- The college has 15 Post Graduation Department which are seriously engaged in research activity with supervisors. The College has very good library and most important & renowned books collection, various research journals are subscribed. The college has various labs-computer labs Language labs, Spoken English Labs, and Science labs.
- Various departments have a separate infrastructure in form of building, rooms, seminar rooms, Phones and Wi-Fi internet connection.
- The college has Establishment Section, Administrative Support Logistic Support, Dispatch and Receipt Section, Fax facility and peon facility to handle the work.
- Wi-Fi campus
- Internet Access
- Online Library

- **Time-off, special leave etc. to teachers.**

The college follows the UGC norms and rules. However, Research teachers/Principal investigator is allowed leave for travelling for data collection particularly during college holidays. However the College administration is liberal in granting leave to the serious researchers.

Faculty members who have registered for research are given flexibility in the time table to carry out data collection and analysis, library work and laboratory experiments.

Support in terms of technology and information needs

The College Library has online access facility. Each department is linked internet etc. and has a smart class room. The college has Wi-Fi, smart classrooms, E-journals etc.

Facilitate timely auditing and submission of utilization certificate to the funding authorities

The accounts section handles bills, voucher, grants and financial transaction. - At time of submission of the Final technical research report, Utilization Certificate is submitted through Approved Chartered Accountant (CA) as well as the Principal of the college. The Assets which are generated through the projects are deposited in the college including computer, laptops, cameras, printer, scanner and books.

By facilitating timely auditing and submission of utilization certificate to the funding authorities

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?

- Wide participation of students in National and International conferences encourage them to do research and gain knowledge in latest developments.
- Luminaries from Research Centres, reputed universities and national institutions are invited for interactive sessions on recent developments in the concerned areas.
- International and national conferences on topics of global significance are organized to provide world-wide exposure to students.
- Educational tours, Industrial exposures and field visits.

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.

Research guidance (No. of students) - Nil

On-going Research Projects:

S.No.	Name of Dept.	Name of Faculty Member	Major/Minor	Funding Agency	Duration	Amount in Rs.
1	Hindi	Prof. Savitra yadav	Minor	Nil	2013-14	Nil

Completed Research Projects in last few years:

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).

To transfer research findings the faculty members publish their research in various National and International journals. Findings are used in local contexts.

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.

Nil

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?

No

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 endeavours and challenges faced in organizing interdisciplinary research. Nil

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

- Periodic updating and up gradation of the Computer equipment is done.
- Training is provided for lecturer, lab attendants and students in the efficient handling of laboratory equipment in Geography, Computer, Language and Library departments.
- Need based repairs and maintenance of equipment is carried by technical staff appointed by College or by sending the equipment to the manufacturer
- Wi Fi facility is available to students.
- As per requirement equipment of other departments are also used.

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 organisations. 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?

The following major facilities have been developed and are available in the college to facilitate research.

- Internet connectivity on the campus.
- Computers to all the departments.
- Well-equipped central library.
- Provision of the facility of INFLIBNET.
- Subscription to e-journal and easy access.

- Well-equipped labs.

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?

Recommendations are sought from the Departments on requirements for infrastructure for research, by initiating research infrastructure and specific user-meetings through interaction with Heads of Departments and faculty members.

The faculty members of various departments which are equipped with adequate infrastructure such as laboratories, Computer facility, LED, necessary civil fittings in the laboratories etc, are guiding research.

Strategies to meet the needs of researchers:

- Apart from this, the college has computer lab, language lab and geography practical lab.
- Installation of Internet facilities at each department to enhance the computational facility.
- Provision of upgraded desktop computers along with high quality printers, fax and scanner all Departments.
- Application based software installed at dedicated network computational facilities.
- E-resources (e-journals, e-publications, e-Books) can be accessed with desktops and laptops through internet.
- Uninterrupted power supplied to some of the departments by installing the Invertrs and UPS.
- The college has a general library and e-resources to cater to the needs of researchers.

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?

Students use the infrastructure of other institutions like Sunrise University Alwar and Govt. Law College, Alwar and University of Rajasthan, Jaipur.

3.3.5. Provide details on the library/ information resource centre or any other facilities available specifically for the researchers?

The college has a well-established information resource centre in the form of e-library: INFLIBNET Services in the library to enable researchers to review the literature and thesis writing. In this context the library is well-stocked with books, e-journals, print journals. The research scholars and faculty members are provided with networking, e-journal in their respective departments to facilitate their research. The library facility is available till 5:00 p.m. to enable the research scholars to pursue their research work.

3.3.6. What are the collaborative researches facilities developed/created by the research institutes in the college? For ex. Laboratories, library, instruments, computers, new technology etc.

NIL

3.4. Research Publications and Awards Nil

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.

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 journal publication, but a quarterly college magazine is being published regularly. Besides this, college also assists financially in publication of pre- and post conference compilations with ISBN numbers.

Composition of the editorial Board--- Board is constituted of faculty and students according to their expertise. Editorial boards of Conference publications are constituted of subject experts and people with interdisciplinary interests.

3.4.3. Give details of publications by the faculty and students: Nil

Total of articles = Nil

- ❖ **Number of papers published by faculty and students in peer reviewed journals (national / international) Nil**

01

*** Monographs Nil**

*** Chapters in Books - Nil**

Total Edited books 29

* Citation Index	Nil
* SNIP	Nil
* SJR	Nil
* Impact factor	Not known
* h-index	Nil

3.4.4 Provide details (if any) of

*** Research awards received by the faculty Nil**

*** 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 Placement Cell and Youth Development Centre of the college initiate the interface talks with the industry as well as training institutes oriented towards the technical skill set and soft skill improvement of the students so as to enhance their employability skill. The cell also at times designs the modules according to the requirement of students.

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

The Principal/institution encourages and supports the faculty to utilize their expertise and facilities for consultancy services.

Faculty members from departments like English, Geography, Economics and Computer have been prompted to extend consultancy services in their field.

The College publicizes the expertise available for consultancy service and facilitates these by collaborating with NGOs and village officers.

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

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

Major Consultancy Services and Revenue Generated: 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?

N A

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?

Rao B.Ed College is fully aware of to its onerous responsibility of producing world class citizens. We have made a colossal contribution to environment and society by making a worthwhile participation. Youth Development Centre and a team of committed faculty members engage students in the community development programs.

- Rallies under the aegis of Eco Club, and to protect the environment are often taken out. Students march holding placards bearing thought-provoking slogans to draw the attention of people to these issues. Rallies to mark-Ozone Layer Protection Day, Environment Day were flagged off by Principal.
- Rallies for celebrating a pollution free, cracker-free Diwali are a regular feature here at our institution

- Rallies along were carried out to Say No to Polythene and No to Tobacco. area was cleaned by cadets and appreciated by the District administration.
- Some social issues leave a lasting imprint on the minds of the citizens. The brutal rape case of Delhi was vociferously condemned by College. We participated in a rally starting from Mila ka Chauraha to Man Market Rajgarh Alwar. It was a candle march in which the students and staff participated holding placards candles and shouting slogans.
- A signature campaign organized by Rao B.Ed College student received an overwhelming response. A huge flex sheet was displayed in the heart of the city and the denizens of the city put their signature and poured their hearts out.
- An in house rally was also organized by student welfare cell in Rao B.Ed College. Media was invited to cover the same. The students got a suitable platform to express their views.
- Rao B.Ed College regularly organizes Blood Donation Camps. It is in collaboration with NGO's like Lions Club, Rotary Club, Uddan Alwar Blood Bank and the team of doctors is from civil hospital.
- Whenever seminars and rallies are organized by bodies like Civil Hospital, Rajgarh Rao B.Ed College makes itself readily available for participation.
- AIDS awareness is a one of the major chores of societies, the college is working .
- Civil Surgeon has also been often invited to AC. He has expressed invaluable views on communicable or seasonal diseases.
- Staff and students of college effectively participated in SWEEP programme of Loksabha Election 2014. Almost 2500 citizens of Alwar participated in this programme.
- A rally on Swachha Bharat Abhiyan was conducted by College Along with eminent social organizations we celebrate various festivals also. e.g
- Participation in Craft and Handicraft mela organised by Rajasthan Patrika Alwar, Rajasthan
- Organisational exhibitions on Achieves of Alwar and Matsya Region at Suchna Kendra, Alwar
- Recognising that women and children are one of the most vulnerable sections of society, the health and hygiene of women and children is given prime importance in the annual camps conducted in villages

- Tutoring rural school children and adults enables them to develop higher cognitive skills and experience the joy of learning. Exhibitions, programmes and competitions conducted by various departments motivate students from less privileged background to pursue Higher Education.
- Free Counselling Camps are organized from time to time to help adolescents, adults and children to cope with their emotional and psychological problems.

3.6.2. What is the Institutional mechanism to track student's involvement in various social movements / activities which promote citizenship roles?

The college strives to instil civic responsibility in the young minds of students through extension programmes and value based courses so that they develop into sensitised, socially responsible citizen of the country. The college offers extension programmes in addition to those supported by the university. Students are encouraged to complete any one of these activities: extension activities:

Directorate Programmes:

- Youth Development Center (YDC) □ Human Right Cell
- Women Cell
- “Harit Rajasthan Tree Plantation” programme of Govt. of Rajasthan
- Red Ribbon Club- to develop HIV and AIDS awareness and Voluntary Blood Donation Campaign- 4 Units

College Programmes:

- Environmental Awareness Programme (EAP)

Gender Sensitization Programmes :

The college is incessantly organizing a number of outreach activities which relate to academic, social, cultural, community, training and international service, and adventure etc., all culminating in building a healthy society contributing to our nation building. The college makes Annual Programme Planner and finalises various projects to be undertaken which directly benefit students, society and the nation. Saplings of Life club, Women Empowerment Cell, and other societies function round the year to involve the students in various social movements and activities which promote citizenship roles.

Field visits (Old Age Homes, Child Home, and School for the Blind) are organised in which students visit the community/neighbourhood to get a foretaste of real life situations and become socially sensitive. All

departments organise Service-Learning programmes. They also celebrate important days of national and international importance. The cadets in collaboration with various organizations like Rotary, Lions, organise many events like Tree Plantation, Blood Donation, Traffic Awareness seminars, female foeticide awareness rallies, Say No to Drugs campaign and many other programmes. These activities encourage interpersonal interactions that are good for building a strong civil society.

They also celebrate important days of national and international importance. Visit to Old Age Home and Deaf and Dumb school, Hasan Khan Mewati Nagar, Alwar.

- Regular visit to Missionaries of Charity Mother Teresa Home (Kedalganj Alwar)
- Donations to the inmates of Orphanage and Leper's home.
- Quiz session on know your country, know your state and know your district were organized in various Colleges. Dr. Anoop Singh organized a General Knowledge quiz based on computer.
- Training Programmes for teachers, students and corporate participants organized from time to time.
- Literacy Camps in Villages
- Cleanliness drive camps in slum areas and adjoining Villages
- Free Medical Check-Up Camps in slum areas
- Free counselling camps in village and city Schools.

3.6.3. How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

The institution always solicits the stakeholder perception (like the students, parents, Alumni and the eminent persons from the city) on the overall performance and the quality of the education being imparted by the college. The guardians of students can directly put forth suggestions and complaints to the head of institution through letters, drop boxes, emails, which are very well taken care of while implementing any new policy or reform. There is provision where the parents, students and key citizens of civil society meet the Principal to give valuable inputs regarding new courses, extra-curricular activities, innovative ideas and programmes which help the students in their professional efficiency and holistic development. The stakeholders are always keen to see that quality of higher education improve in the institution.

- The comments of eminent educationists and prominent personalities are evaluated and implemented as and where required.
- Proper focus is laid to bring teaching and studies at par with any institution of National/ International repute.

- Regular meetings with staff, Heads of Department and Advisory Board are conducted in order to keep every member updated about changes and developments in the college. The decisions taken are implemented after discussion.
- Inter and Intra departmental meetings are regular feature to monitor the progress of student, and the performance and requirements of the child is communicated to parents through letters and Phone calls.
- Parents/Guardians have frequent interaction with the H.O.D. Opinion of parents is considered with respect. Key aspects like historical visits, discipline, placements, are given utmost priority.
- No specific days and timings are fixed for Parents to meet the teachers, Coordinators and Principal. Although their complaints, suggestions and clarifications are addressed to in the best possible manner.
- Although old Boys Association is not operational in the college but some times when required meetings and formal and informal interactions with them is organized and suggestions is welcomed.

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 extension and outreach programmes and their impact on the overall development of students.

The college has several Cells to coordinate Social Outreach and Service-Learning Programme.

These Cells take care of all logistics like the orientation for students and faculty members, annual plan, schedules for every regular/special camp activities, guest lectures, budget and communication with other organizations and agencies. The centres collaborate with Government hospitals (for Health Check-up Camps, blood donation), district administration, village officers and other NGOs for organizing of survey, rallies and awareness programmes. They are evaluated on the basis of three components namely Participation, Cooperation and Leadership in various camps and extension activities.

The students participate in many cultural Programmes and competitions like Essay writing, Quiz, Story writing, poetry, singing, dancing, acting, painting, Debate, Elocution, slogan writing and poster-making. They also celebrate important days of national and international importance like Sardar Patel Jyanti. The students in collaboration with various NGO's like Alwar Blood Bank, many events like Tree Plantation, Blood Donation, Traffic Awareness Seminars, Female Feticide Awareness Rallies, Say No to drug

campaign and many other programmes. These activities encourage interpersonal interactions that are good for building a strong civil society.

- Training Programs for teachers and students.
- Literacy Camps in Villages
- Cleanliness drive camps in the college campus ,slum areas and adjoining Villages
- Free counseling and motivational camps in college.
- Disaster management demonstration and training.

These activities positively impact students' emotional, intellectual, social, and inter-personal development. By working together with other individuals, students learn to negotiate, communicate, manage, conflict, and lead others. These programmes sensitize the student volunteers to the social issues and challenges of the lesser privileged sections of society. This training equips them for real life situations and makes them more responsible citizens.

Taking part in these extension and outreach activities students understand the importance of critical thinking skills, time management, and academic and intellectual competence.

Involvement in activities helps students mature socially by providing a setting for student interaction, relationship formation, and discussion. Working outside the classroom with diverse groups of individuals allows students to gain more self-confidence, autonomy, and appreciation for others' differences and similarities. These activities help them to become good leaders.

Budgetary details for co-curricular, extension and outreach programme

2012-13	2013-14	2014-15	2015-16
Rs. 2000/-	Rs. 2500/-	Rs. 3000/-	Rs. 3500/-

The resource generated through faculty members and some sponsorship from community and industry, is also used for this purpose.

3.6.5. How does the institution promote the participation of students and faculty in extension activities including participation in YDC and other National/ International agencies?

Our institution is keen on extension activities to the society and nature. Therefore, the students are motivated to actively participate in YDC and other related activities. Servicing to the neighbouring villages is actually the service to the families of the students too. The college has different organized bodies and teachers in-charge for extension activities.

Youth Development Center (YDC) coordinates the activities of the different NGOs and organisations. Membership is open to both undergraduates and post graduates. Many undergraduates serve as volunteers. The YDC of the College functions under the Coordinator for the cell and organizes activities. Their contributions of the faculty and students who are actively involved in extension programmes are adequately recognised and considered for awards. These provisions help to motivate students to participate in these programmes. Special prizes and awards are given to students for their outstanding contribution to extension programmes with certificate of merit.

- Advertisement on the notice boards
- Announcements about the upcoming events in the college assembly
- Awarding Certificate of Merit to Student Volunteers in recognition of the services rendered
- Career Counselling Programmes on various aspects.

Placement lectures were held on on various dates for students.

Youth Development Center (YDC)

As per orders of Directorate College Education Rajasthan Youth Development Center was setup in the college in the year 2009. In the year 2013 its ambit and scope was vastly increased as per new guidelines issued by directorate college education with the convergence of various cells/ programmes/ committees in YDC namely.

- Women Cell.
- Human Right Cell,
- Students Advisory Bureau.
- Placement cell.

Activities of Youth Development Centre is marked by implementation of a core programme for all regular students of the college with the aim to develop various aspects of their personality, equipped them with diverse skills and to provide valuable career guidance to propel them towards a bright future. Efforts are made to strengthen students connection with the community by maximising their living skills in preparation for a smooth transition into independent living and in order to become productive member of the society.

Activities of the YDC can be classified as the follows:

Instructional Activities:

- Study Tours
- Social Concerns
- Adventures Activities

- Cultural Activities

In Rao B.Ed College Rajgarh Alwar the centre is fitted with internet and computer facilities. Books on relevant topics are made available to the students through a rich library at the centre. Response and feedback by the students is invited to make the programmes/ activities more oriented towards, the needs and the demands of the students. It also gives an opportunity to evaluate and improve the programme/activity. A certificate of participation in the end is given to students to encourage them towards such activities.

Instruction activities:

- Meeting with successful alumni
- Yoga training through Art of Living
- Career counseling lectures
- Basic computer and internet classes
- Lectures on soft skill and personality development
- Physical fitness awareness programmes
- Dialogue with students

Social concerns:

- Tree plantations
- Women issue like women harassment, bone density tests, etc.
- Lectures on environmental pollution and health etc.

Study Tours:

- To District Information Centre
- Geography Camp at nearby village for social survey
- To Job Fairs
- To Science Projects Exhibitions
- Career Counseling and Job placement activities:
- Employability test
- Campus employment test and interviews

Adventure Activities:

- Martial Art and Self Defence Trainings (With Women Cell)
- Hiking with Rovers scout
- Trekking camp activity at Utrakhand

Cultural Activities:

- Mandana competition.
- Menhadi competition
- Folk song competition
- Story telling sessions
- Slogan/ poster competition
- Dance competition
- Skit competition

Other Activities:

- Organizes a number of activities viz.:
- Spreading message of Keep your City Clean & Green' □ Drive against Female Foeticide.
- Plant more trees
- Collaboration with National and International Agencies

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?

Committed to the cause of women empowerment especially the under-privileged and vulnerable sections of society, the college undertakes social surveys and extension work to ameliorate a lot of women under the aegis and YDC.

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 extension activities/community experience followed by guided reflection enhances their social commitment together with personal, civic and academic learning. The awareness programmes about Women's Studies, Human Rights Education, Environment & Society and Value Based lecturers exposes students to issues of Gender equity, Eco-consciousness and self-esteem which inculcate a sense of social responsibility among students.

The first important aspect is that students learn to think beyond themselves. They have an urge to do something productive for others in the Society.

The classroom studies more or less being theoretical, the students get wonderful opportunity to apply these things practically.

Teamwork, Leadership Skills, Time Management, Effective Communication Skills, Effective Decision Making are just a few things

students learn while participating and organizing various lectures and programmes.

The students get wonderful platform to mingle with each other and learn about culture, traditions and values of people.

YDC helps students to imbibe national values and skills. Some activities are particularly suited for inculcating national values in our youth. For instance, students participate in community programmes to promote civic responsibility. By working together with other individuals, students learn to negotiate, communicate, manage conflict, and lead others.

Taking part in these out-of-the-classroom activities helps students to understand the importance of critical thinking skills, time management, and academic and intellectual competence.

Involvement in activities helps students mature socially by providing a setting for student interaction, relationship formation, and discussion. Working outside of the classroom with diverse groups of individuals allows for students to gain more self-confidence, autonomy, and appreciation for others' differences and similarities.

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 organizes Awareness programmes, Health Care programmes and environment friendly initiatives to ensure the involvement of the community in its reach out activities and contribute to the community development:

Awareness Programmes:

- Medical officers from Civil Hospital are invited for awareness programmes on IV/AIDS, Bone density test.
- Health Care Programmes Teams of doctors from Local hospitals participate in Health care programmes organized by the college.
- Environment friendly Initiatives: Environmentalists invited for tree plantation drives. Bank and forest development sponsor Tree Plantation Drive.
- Blood Donation Camps: Uddan NGOs sponsor Blood Donation Camp.

Community participation in extension work:

- Blood donation camps along with haemoglobin test and bone density tests are organised.
- Inter-College Competitions are conducted on Social and Environment related areas which help in building an inclusive and eco-conscious community.
- Professionals like doctors, lawyers, social activists and NGO representatives share their experience and knowledge about community service through invited lectures and workshops to our students.

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.

NIL

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.

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 interacts with research laboratories and institutes to facilitate and promote research. The Dept. of Geography uses sophisticated equipments and research facilities at BITS, Jaipur like Satellite image and GIS to carry on their research.

International Collaborations:

NIL

National Collaborations: Organizations: Nil

Administrative agencies:

- Educomp—a joint venture of Rajasthan Govt.
- City Hospital and Alwar Blood Bank: Blood Group Check-up Camps organised

Media:

- Youth Awareness regarding Voting in collaboration with State Election Commission.

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.

The institute has started motivation lectures to enhance the employability skills of the students in 2009-10.

- **Curriculum development/enrichment**
The task of Curriculum development lies with the affiliating university. Members from Department of English, Sanskrit and Philosophy are presently the members of the Board of Studies
- Faculty exchange and professional development: Faculty invited as experts for research projects.

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 -Curriculum development/enrichment

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/enrichment

NIL

b) Internship/ On-the-job training

NIL

c) Summer placement

NIL

d) Faculty exchange and professional development

NIL

e) Research

NIL

f) Consultancy

NIL

g) Extension

NIL

h) Publication

NIL

i) Student Placement

NIL

j) Twinning programmes

NIL

k) Introduction of new courses

NIL

l) Student exchange

NIL

m) Any other

The college has started in line with the directions of Directorate College Education, Rajasthan 2011-12 to enhance the employability skills of the students, under which faculty members of the college took training at HCM Public Administration, Jaipur and later ran batches at the campus to disseminate the knowledge. The outcome was shown in the form of 11 placements that session with different organisations.

3.7.6. Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages /collaborations. Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.

Quality sustenance and enhancement are the two major objectives of the Institution. Interdisciplinary Learning is encouraged and promoted by faculty. Conducting of annual interdisciplinary seminars for faculty and students is one formidable step in this direction. National and international conferences are organized to provide a platform for healthy exchange of ideas; luminaries from across the globe are invited to share their views on issues of global significance.

CRITERIAON-IV INFRASTRUCTURE AND LEARNING RESOURCES

4. Physical Facilities

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

The college is not an autonomous body so it does not have any independent policy framework for the development of the college. The functioning of the institution is governed by the policies laid down by the State Government but of course college is quite aware of its responsibility towards infrastructural development to facilitate the effective teaching and learning. YDC room etc.

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.

a) Curricular and co-curricular activities: -

Classrooms – The college has 10 classrooms out of which 06 are at the ground floor and 4 are at 1st floor while 05 classrooms are running in the Labs All of these are providing proper teaching environment with adequate size and furniture. As many as Eight (8) classrooms are Smart Class rooms, green and white boards are also used. This not only maintains the quality of presentation but also provides a dust free environment to the teacher and students. Smart Classrooms make it possible for the students to learn and grasp the content effectively with audio-visual assistance. Faculty members have been trained to handle smart boards along with subsidiary gadgets.

Seminar halls - The College has one seminar/conference room adjacent to the principal's chamber. Other bigger rooms being capable of well equipped to facilitate the faculty, researchers and the scholars visiting from time to time to make PPT (Power Point Presentation) are also existent. This enriches the quality of teaching especially for a technical subject like geography as well as it is being frequently utilized for PPT

Laboratories - As the college is specialized in the faculty of Arts,Sci,Art,Commerce there are Five Labs in the College

The Department of Computer has a properly organized laboratory having important equipments being used by Students The major equipments that enrich this laboratory are highlighted in the table no. 1. given below. These items not only facilitate the students of geography but the items like Projector, Computers.

Table 1

Sr.No.	Item	Member
1	Projector	01
2	Computer	20

Language Lab: There is a functional language lab as a part of the knowledge centre. Presently it is being run by the English department to groom students in communication skills through courses like ‘Spoken English cum Readiness skills’ sponsored by RMOL.

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

Sports- The College has a separate department for sports with well qualified faculty. College has sufficient infrastructure for outdoor as well as indoor games. The details of the available infrastructure and facilities to encourage the students and to promote the various sports in the college can be summarized in the following manner (Ref. Table no. 2)

Table 2 Infrastructure for sports in the college

S.No	Name of the game	Outdoor Games	Indoor games
1		Cricket, Hockey, Football, Tennis, Kabadi, Cross Country, Voliball, Hand Ball, Badmintonl Shooting, Boxing, Athletics.	Table Tennis, Chess, Judo,
2	Facilities available i.e. Expansion of specialized area equipments etc.		
	No. of students engaged (game –wise)	Cricket -30 Regular Hockey- 30 Regular Football 30 playing Basket Ball 40 Members Tennis Nil Volleyball- 20 Hand Ball- 30 Pistil – 10	10 Student Table Tennis
4	Expenditure Budget	Five Thousand	

Auditorium: - at present the college does not have a proper auditorium but it has modernized audio-visual facilities to facilitate stage activities/functions at college level in three halls which can accommodate around 100 to 150 persons at a time

Cultural Activities: the college pays good attention to cultural, literary and other personality development activities. The college has a cultural committee, a literary council (committee) and a planning forum. All these forums provide a platform to the students so that their talent can be exhibited and they can develop their public speaking and communication skills. These forums conduct the various inter-class competitions through which the students can develop the sportsman spirit. A women study cell is also there in the college to promote the girl students to participate in various activities and to make them confident enough to face their day-to-day problems.

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).

The College administration is always aware of the infrastructure developmental needs that run parallel to academic enhancements. The development of various infrastructural facilities is more or less a continuous process which occurs in tune with arising needs. Since last some years the IQAC of the college is functional and makes significant suggestions towards infrastructural development in the college. The finalized plans are executed with the help of UGC and local government/ non-governmental authorities or bodies/organizations. Major developments in last four years can be summarized as under (Table no. 03).

Table No. 03
Infrastructural Development and expenditure covering last four years
(2012-13 to 2015-16)
Nil

2012-13	2013-14	2014-15	2015-16
Nil	Nil	Nil	Mangment made a Semminar Hall Size 2300 Sp. Ft.

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

The institution has 1 ramps at the most accessible locations to facilitate the students with physical disabilities. Our college also has a ramp to climb up the first Floor of the college. These ramps make it possible for the wheel chairs to be taken to any part of the college including the first floor. However the candidates with physical disability are not asked to reach the first floor even for the examination purpose. Arrangement for them is made at the ground floor itself at a most suitable location.

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

❖ Hostel Facility –	Accommodation available
❖ Recreational facilities, gymnasium, yoga center, etc. -	NIL
❖ Computer facility including access to internet in hostel –	NIL
❖ Facilities for medical emergencies-	NIL
❖ Library facility in the hostels-	NIL
❖ Internet and Wi-Fi facility-	NIL
❖ Recreational facility-common room with audio-visual equipments-	NIL
❖ Available residential facility for the staff and occupancy	NIL
❖ Constant supply of safe drinking water	NA
❖ Security-	NA
The college does not have any residential facility for the staff members but of course it has a separate building for the girls' hostel. Though this building is there for the purpose of hostel but presently this building, according to the govt. orders, is being used as the office of the newly formed Maharaja Bhartrihari University.	

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?

- The College maintains First Aid Facilities and Kit. The institution has enough number of employees to take care of the cleanliness of the campus, which is a primary requirement to maintain a healthy environment. The college also has a large area under lawns and many big trees are also there in every part of the campus. This vegetation contributes not only in the beautification of the college but also in maintaining a healthy and pure environment.
- The college has total 02 water coolers and 02 RO systems to provide pure and safe drinking water to the staff and the students.
- College administration also made arrangement to display boards/banners in different parts of the campus showing the negative effects of tobacco to ensure a tobacco-free campus.

Apart from these concrete measures of health care, college is also making efforts to make the students aware about healthy habits, major health problems which are affecting the society, necessity of pure water, ill impacts of water & air pollution on the health, etc. For this purpose extension lecturers by the experts are organized frequently through YDC, unit of the college.

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, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

- The College has an **IQAC unit**. It consists of competent team. It has computer and internet facilities with clerical assistance
- The College has a fully functional and sensitive **grievance redressal Cell**. There is also an internal complaint committee within the **Women’s Cell** of the college crafted specially for girls and women staff of the college. Besides this there is a **Common Room** exclusively for girls. However, due to lack of rooms there is at present no separate room/work space for grievance redressal unit, women’s cell, counseling and career guidance, placement unit and health center, etc. such activities are presently operated from a shared space with YDC, IQAC, table-tennis room, etc.
- For Counseling **and Career Guidance** the college has YDC (Youth Development Cell) unit, which is working for the overall personality development of the students. It organizes extension lecturers by the eminent scholars of relevant fields to guide the students regarding self development and grooming and employability and problems of their day to day life. YDC organizes 10 such lecturer per year and each year approx. 200 students are benefitted each year from these lectures.
- There is one **placement cell** which informs and sometimes prepares students for employments at various levels.
- Institution has a separate building for **canteen** facility at the outer fringe area. It has one kitchen, one steer room and a hall with the seating capacity of approx. 25 persons. But due to some unavoidable circumstances it is not functioning at present.
- For recreational activities the staff normally depends on a spacious staff room. Besides this there is a Gymnasium and a table tennis facility. Bigger halls are also sometimes used for specific activities.

4.2 Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been

Total number of computers for public access	3
* Total numbers of printers for public access	1
*Internet band width/ speed 2mbps 10 mbps 1 gb	100 MBPS (G8)
* Institutional Repository	
* Content management system for e-Learning	ALICE FOR WINDOWS (SOFT LINK ASIA)
* Participation in Resource sharing networks/consortia (like Inflibnet)	INFLIBNET
* Library holdings	80,000 BOOKS & 32 JOURNALS

4.2.5 Provide details on the following items:

* Average number of walk-ins	50 students and 05 Faculty per day
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STATEMEN OF GRANT RECEIVED FOR LIBRARY FROM STATE GOVT.&UGC—2012to2015

*Average number of books issued returned	1000 Per Year
* Ratio of library books to students enrolled	1:10
* Average number of books added during last three years	600
* Average number of login to opac (OPAC)	Not known
* Average number of login to e-resources	Not known
* Average number of e-resources down loaded/printed	Not known
* Number of information literacy trainings organized	NIL
* Details of "weeding out" of books and other materials	Torn Books- 200

4.2.6 Give details of the specialized services provided by the library

* Manuscripts	NIL
* Reference	NIL
*Reprography	NIL
* ILL (Inter Library Loan Service)	NIL
* Information deployment and notification (Information Deployment and Notification)	
*Download	NO
* Printing	NO

* Reading list! Bibliography compilation	NO
* In - house/remote access to e-resources	NO
* User Orientation and awareness	NO
* Assistance in searching Data bases	YES
*INFLIBNET/IUC facilities	INFLIBNET

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

On demand, by teachers and students library staff helps in search for books, articles etc. New purchases and subscriptions consider their recommendation and suggestions.

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

They need not stand in queue and wait for long. All possible physical assistance is readily provided.

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?)

Library committee suggests and analyzes

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)

S.no.	Description	Quantity	Purchase Date	Amount in Rs.
1	Desktop- HCL AC2V0036, Intel Core, Batch- B103AC057228	20	9-3-13	200000/-
2	Computer I Core 3	01	20-3-12	35000/-
3	Computer I Core 3 500 GB HDD,	01	20-3-12	34850/-

	Ram 2 GB 18.5" LED			
4	Desktop- HCL Intel 5	05	8-3-13	1,96,744
5	Desktop- HCL Core 3, with MS Windows 7	01	4-11-13	32444/-
6	Desktop- HCL Core 5, with Windows 7	01	4-11-13	37475/-
7	Desktop- HP Core I-3, Intel - MS Windows 8	05	5-9-14	2,05,800/-
8	Desktop- HP Core I-3, Intel - MS Windows 8	01	5-9-14	41160/-
	TOTAL	17	2011-2014	653206/-

Details of LAPTOPS for the Faculty

S. no.	Description	Quantity	Purchase Date	Amount in Rs.
1	LENEVO 570, Intel Premium, Windows 7 Ultimate	01	07/07/2013	60090/- each
	TOTAL	01		60090/-

Computer-student ratio 1:10

Stand alone facility NIL

LAN facility

The LAN facility is available in the following areas of the Campus

- 1 Principal's Office**
- 2 Vice- Principal's Office**
- 3 Establishment**
- 4 Office Accounts Department**
- 5 YDC Cell**

The college has already set up some smart classrooms with equipments worth 3.5 lacs. We are in the process of upgrading all the classrooms into the smart class rooms.

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

The College has 20 new computers, worth 4.5 lacs, to be installed. The institution also has 02 working printers worth Rs 2000/- and a fax machine.

4.3.5 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 lab, language lab, tourism lab and smart classrooms are set up with an objective to develop and use computer aided teaching/learning by its staff and students.

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 students' education is the main concern of the institution and the faculty. Adaption of the faculty to the new technology is gradually taking place one hand and on the other side, the student, almost all of whom come from remote govt. schools and do not belong to educated families, are finding this adaption not so easy. Yet every effort is being made by faculty to bring about a situation where they can take up the role of facilitators.

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?

NO

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)?

The college has made adequate arrangement for the maintenance and upkeep of the infrastructure. The institution ensures that enough funds are allocated and utilized for the maintenance. The details of the budget (in Rs.) allocated during the last four years are as under.

S. No.	Item	2012-13	2013-14	2014-15	2015-16
A	Building	20000	20000	20000	25000
F	Furniture	5000	5000	5000	5000
C	Equipments	Nil			
D	Computer	5000	5000	5000	5000
E	Vehicles	Nil	Nil	Nil	Nil
F	Any other	Nil	Nil	Nil	Nil
*					

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

The maintenance and repair of the infrastructure is done by the college in systematic manner. The college has an effective internal monitoring mechanism ensured through the meetings of college development committee and college advisory committee. The Principal, on the basis of the perspective development plan, proposes the infrastructural augmentation need to the concerned authorities. The college development fund is utilized for maintenance and repair of building, furniture, college grounds and equipments. The IQAC estimates the cost and submits it to the Principal. The college development committee approves and allocates the funds.

The computer and Science laboratory equipments are maintained through college Mangmet funds. The college has a separate place for the sensitive equipments like electric generator and water purifiers. The maintenance of electrical equipments is undertaken in supervision of electrician and supporting staff on contract basis. The college has a tie up with the company from which the R.O. purifiers were brought and the college pays AMC to the firm for the regular and routine check up and upkeep of the purifiers

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

The college has Science, Art, Commerce Facility Science and Computer Labs are maintained by the mangement

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)? Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.

The college has sufficiently trained staff for maintenance of electrical equipments and power supply. The college also has a generator to ensure continuous power supply in case of electricity failure. For constant supply of water the college has a power operated/tube well. Water is sensibly fetched from it for the purpose of supply of drinking water. Fortunately the well is a

good resource and a reservoir and thus it also caters to the water needs for feeding the plantation and grass in the campus. The college well has been made more effective through the initiative of development of water harvesting system taken by the IQAC.

CRITERION- V

STUDENT SUPPORT AND PROGRESSION

5.1 Student Support and progression

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

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

Scholar ship is given by the state govt. to SC,ST,SBC& OBC Students directly to the students accounts.

The college offer liberal concessions and incentives to deserving students in the field of academics, sports and extra –curricular activities.

The students of weaker sections are offered various scholarships and no tuition fee is charged from physically challenged students.

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

5.1.4. What are the specific support services /facilities available for

- ❖ **Students from SC/ST,OBC and economically weaker sections**
- ❖ **Students with physical disabilities**
- ❖ **Overseas students**
- ❖ **Students to participate in various competitions /National and International**
- ❖ **Medical assistance to students :health centre, health insurance etc**
- ❖ **Organizing coaching classes for competitive exams**

- ❖ **Skill development (spoken English, computer literacy etc)**
- ❖ **Support for “slow learners”**
- ❖ **Exposure of students of other institution of higher learning /corporate/business house etc**
- ❖ **Publication of student magazines**
- ❖ **Support services for SC/ST/OBC/MINORITY and economically weaker sections of society:**
 - Implementation of reservation policy as per government rules. Seats reserved for the students of these category.
 - Financial assistance to the above mentioned sections of society in the form of concessions in admission fee.
 - Scholarships /stipends and free books are provided to the socially backward and weaker sections and differently abled students.
 - Faculty members are encouraged to put more efforts and take extra classes and provide notes to make them capable to compete with other students.
 - Free Course remedial classes are conducted by teachers.
 - Different quiz and programmes are organized to prepare the weaker section students for competitive exams.
 - Guidance is provided to these students to go for higher studies and other jobs.

Students to participate in various competitions /National/International:

Along with academics students are encouraged to participate and involve in literary and cultural activities at college, state, national level. Subject societies, associations, clubs, cells and forums cater to student’s divergent taste. The college invites experts improve the performance of the students in the field of their interests so that they can excel in local, zonal, state and national level.

Medical assistance to students: college student s are made aware about health and good living habits. The college provides insurance cover to students without charging premium.

Skill development programs: To inculcate good habits and groom the student s for better jobs the college provide skill and personality development course viz. spoken English, personality development , computer skills

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

NIL

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**

❖ **Special dietary requirements ,sports uniform and materials**

❖ **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. - Nil

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

The college has a well established counseling cell that provides academic, psycho-social and career counseling. The faculty also provides personal counseling:

- To help students to chalk out academic roadmaps for themselves.
- To enable students to integrate themselves with milieu.
- To acquaint them with various career options through seminars.
- To address problems related to stress, anxiety, examination phobia, peer pressure and adjustments to changes environment.
- Periodic reports are shared with parents whenever necessary.

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)

The college has a placement cell and the YDC cell through which it strives to attain these objectives

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

Yes, the college has a regular, well established grievance redressal cell. The cell delivers its duties under the expert guidance of the principal in consultation with members of the committee and legal experts (whenever necessary). The cell resolves problems related to academic matters, hostel, health services, library, examinations and other services. The cell helps to:

- Encourage the students to express their grievances freely and frankly.
- Address the problems regarding basic facilities.
- Promote healthy student – student and teacher student relationship.
- Promote and maintain a conducive and friendly educational environment.
- Uphold the dignity of the college by ensuring unprejudiced educational environment.
- A complaint box has been installed on the campus. The committee members study the case and provide amicable solutions.

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

The college has an empowered Women cell, comprising of female faculty, for prevention against sexual harassment of women students.

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?

Yes, the college has an anti ragging committee. The college has a healthy tradition where senior students extend a warm welcome to the new entrants, assuring them of full support and guidance. We are proud to say that no such incidence took place in the college premises and neither reported from civil society.

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

The college has a rich tradition of ensuring social justice through various welfare schemes, displayed on the college notice board. Some prominent welfare schemes are:

ACADEMIC:

- Book bank for meritorious and needy students.
- Free course remedial classes for slow learners.

- Counseling and placement cell.
- Spoken English and personality development classes. The college has a well established language lab for the purpose.

SPORTS AND CULTURAL:

- Students representing college in various sports are given DA and KIT allowance besides journey fare.
- College organizes various inter-collegiate events.

SOCIAL AND FINANCIAL:

- Free Student safety insurance scheme.
- Fee concession to physically challenged students.

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, the college has an Alumni Association. It plays a significant role in encouraging new learners.

The current office bearers are:

5.2 Student progression:

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

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 the previous performance of the same institution and that of the colleges of the affiliating university within the city/district.

2011-12

S. no.	COURSE/PROGRAM	APPEARED	PASSED	PASS %
1.	PASS COURSE B.Ed Course	94	94	100%

2012-13

Sno.	COURSE/PROGRAM	APPEARED	PASSED	PASS %
1.	PASS COURSE B.Ed Course	92	92	100%

2013-14

Sno.	COURSE/PROGRAM	APPEARED	PASSED	PASS %
1.	PASS COURSE B.Ed Course	95	95	100%

2014-15

Sno.	COURSE/PROGRAM	APPEARED	PASSED	PASS %
1.	PASS COURSE B.Ed Course	95	95	100%

5.2.3. How does the institution facilitate student progression to higher level of education and /or towards employment?

The institution facilitate student progression to higher level of education and /or towards employment through a career Guidance Cell and youth development Council (YDC)

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

The dropout rate is almost negligible. Socio –economic issues are a major factor as most of the students come from humble rural background. A number of good Samaritans are there in the faculty who extend financial support to such students.

The college makes best efforts to minimize dropout rate by:

- Giving liberal concessions to needy and deserving students.
- Lending books from the Book Bank.

- Holding special classes for weaker students.
- Encourage the students to shed away the English language phobia by holding lectures and expert counseling.

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.

The college has a rich tradition of obtaining laurels in the field of games and sports. The college follows the calendar of the UNIVERSITY SPORTS BOARD, Matasya Univisity Alwar . After trials the sequence of participation in different sports competitions is as follows:

- Inter college
- All India inter university
- District level competition
- State level competition
- Junior national level
- Senior national level

The college participates in competitions organized by University of Rajasthan. The college also hosts some of the events allotted by the university sports board. The college has successfully organized inter college cricket and hockey competitions in previous years.

To facilitate all round growth and chisel the abilities of the young sports enthusiasts the college has ample infrastructural facilities. A spacious play ground is available for outdoor games like cricket, football, basketball, lawn tennis and hockey. The college has its own well equipped gymnasium and 400 hundred meter track. Facilities for indoor games like table tennis, chess and carom are provided to students.

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. - Nil

The college give ample opportunities to the students to show their creativity in cultural, literary, and fine arts through college literary forum. This is the right platform for the students to showcase their talent. Faculty members encourage and provide guidance. The following table shows the achievements of the students in various literary activities:

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?

To obtain feedback and to improve the existing facilities the college has a well defined mechanism and internal quality assessment cell. The PG departments have developed a page on the college website for feedbacks and improvements.

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. –

Nil

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

Nil

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

5.3.7. How does the institution network and collaborate with the Alumni and former faculty of the institution.

The college alumni committee meets once a year. The committee is always in touch with the members of the Alumni through social media and college website. The committee is also concerned about retired teachers and ministerial staff.

The college alumni committee meets once a year. The committee is always in touch with the members of the alumni through social media and college website. The committee is also concerned about the retired teachers and ministerial staff.

CRITERION - VI GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

Our Vision

The college emblem contains Upanishadic dictum ‘Tamso Maa Jyotirgamyā’ as motto of the College. Accordingly the prime emphasis is on value laden quality education and learning without any laxity. Vision of the College is to

educate young men and women not only to make them employable human resources but also the learned citizens with moral commitment, and noble character through continuous introspection. The vision behind the establishment of Rao B.Ed College was to provide such an opportunity and open access to higher education in Arts and Humanities to students across entire social strata, irrespective of caste creed or colour.

Our Mission

- The institution was set up with a mission to impart such knowledge as may be necessary for the all round development of the students thereby making them capable of being better employable and deserving candidates for the highly competitive job markets.
- The college aims at developing humanistic values along with developing skilled human resource as well as responsible citizens to meet the contemporary challenges.
- The college visualizes at facilitating young adult learners with opportunities to become value sensitive under intellectual environment, thereby sensitizing learners towards inclusive social concerns, human rights, gender and environmental issues. The vision and mission of the institution echo the spirit of the objectives of the national policies of higher education.
- The institution strives to share the responsibility in nation building. The institution provides comprehensive education instilled with scientific zeal, creating a platform for lifelong learning and social concern. Alongside academics, very significant co-curricular and extra-curricular programs are run by the college with a view to bringing about an all-round personality development of the students. The institution aims at enhancing the self-confidence, competitive spirit and critical self-evaluation amongst the students so as to make them develop and utilize their inner potential with enriched emotional quotient.
- The college being a govt. Pvt. Institute at reaching out to the lesser privileged and lesser motivated to pursue higher education and thereby converting the unaware into awakened, educated and capable human resource and citizen.

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, Rao B.Ed College is an institution belonging to Pvt Sector . Follow the broad administrative policies are framed by the state Govt. of Rajasthan. The principal and the other office staff work according to the nature and the extent of authority assigned to them. The Principal of the college is the head of the institution and is always there to provide requisite leadership and motivation to the system. The Principal and the

staff/faculty always work in consonance together for designing and proper execution of the quality policy and plans.

- Rao B.Ed College is a leading college in the Rajgarh Tehsil . It has got the largest volume of students, well qualified faculty and potential resources and facilities in terms of infrastructure and paraphernalia. Accordingly, it has been recognized as a Modal College, and by virtue of being so it stands foremost in implementation of the educational policies and related programmes as adopted and directed by the state govt. It has also to provide lead and support for such functioning to other colleges of the district. Thus, the principal, the faculty and the staff are always engaged in a better administration and continuous evaluation of their own administrative system so as to be a role model for other colleges of the District.
- For better functioning in academics and supporting fields, administrative committees are formed from time to time by the principal. These committees are often constituted of the members having special qualification and interest in matters related to the purposes of different committees.
- The Principal provides academic leadership, and in association with the various faculties, evolves strategies for academic growth. The faculty is actively involved in decision-making process. The teachers and the committees hold periodic meetings. The recommendations of the conveners of the committees are submitted to the Principal and suitable decisions for implementation are worked out.
- The institution is affiliated to the Matasaya Univirsity Alwar Rajasthan and accordingly it follows academic calendar and the curriculum as laid down by the University. However faculty members from our institution often find place in the Board of Studies of the University of Rajasthan. Presently, there are four faculties from our college as members of the BOS in different subjects.

5.1.3 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 authorities gather information about the various aspects of functioning of college through a number of ways. The management encourages the participation of the staff in the process of decision-making in institutional functioning. Continuous feedback from various quarters keeps college

administration up to date with the requirements and helps it mould its strategies more to make them more suitable.

The College has constituted different Committees of teachers and members of the non-teaching staff which play an important role in the planning and implementation of activities in different spheres of institutional functioning.

The personal interaction of the Principal with various stakeholders, the faculty, the non-teaching staff, the students, the guardians and so on, plays an important role. Apart from this, information available in student feedback forms and information available in self-appraisal forms of teachers help the authorities plan proper support for the policies. The students' forums, the alumni association and the elected members of the student union, are all invited and taken into confidence regarding any comprehensive decision and program implementation.

The Principal is the Head of the Institution and he/she bears the ultimate responsibility for the smooth running of the College. The role of the Principal of the College is multi-dimensional. As the Head of the Institution, the Principal is responsible for both the academic and the administrative functioning of the College. The Principal finalises/approves the agenda for committee meetings. He places before the higher authorities, viz. the commissioner/commissionerate of College Education, the academic and administrative matters requiring their approval and he is responsible for executing its decisions. He is also responsible for all correspondence with the Commissionerate, Government of Rajasthan, the Central Government, University Grants Commission, the University of Rajasthan and different stakeholders of the College. The Principal receives feedback and reports from the different College Committees, which offer advice to him in matters they are supposed to function.

5.1.4 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?

- The Principal of the college, at the helm of the affairs, has complete autonomy to govern the institution within the purview of the rules and regulations framed by the government. By way of the staff council and other general meetings from time to time, the necessary programmes are discussed and the staff are well apprised of the responsibilities and the modus-operandi. At the very outset of the academic session, the head of the institution appoints the conveners for various committees and further nominates the members of committees in consultation with the respective conveners.
- The conveners and their teams are constituted with due consideration of the strengths, capabilities, potential to work and willingness to work with keen interest.
- Official notice is issued along with the guidelines defining the roles and responsibilities of the committees. The committees prepare action

plans and present the same to the principal for approval. The committees carry out the activities after the approval and guidelines of the principal and the conveners submit progress reports of the work in progress and the final reports of the completed work to the head of the institution.

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

- The Commissionerate/Directorate of College Education, the directing body for the colleges is in constant touch with head of the institution and has an amicable rapport with the head of the institution.
- At the level of the institution, the members of the Committee meet frequently and the problems and issues related to college development, administration and infrastructural needs and students' requirements are discussed.
- The teaching as well as the non-teaching and supporting staff carry out instructions and orders in the interest of the institution.

5.1.5 How does the college groom leadership at various levels?

- The college administration always encourages and supports the involvement of the staff in the improvement of the effectiveness and efficiency of the institutional process. 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 contributing processes by way of constitution of various committees and cells such as Building Committee, Discipline Committee, Examination Committee, Anti-Ragging Committee, Women Cell, etc. Since the last few years, the IQAC cell, formed under the NAAC provisions, consisting of the members not only from amongst the highly qualified and capable teaching staff but also from the ministerial staff and students' union has emerged as a very significant advisory and monitoring body of the college.

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 principal of the College is the Head of the Institution. He is supported in matters of different kinds of administration by the Vice-principals. Our College has provision for two Vice – Principals.
- The Rao B.Ed College has three (03) academic departments. of UG level. Though the department head is not a post recognized by the college education system, yet it is customary to have the senior most person in the department as the Head of the Department in order to streamline the administration and fixing a suitable channel of communication and authority and responsibility.

- At the departmental and college level, largely the decision making role is of the faculty. A decentralized functioning mechanism empowers the departments and individual faculty members with a great level of flexibility in academic administration.
- The policies are well defined by the College authorities, mainly the Principal and the Vice-Principals and other very senior lecturers. In all of the committees, concerned faculty is invariably represented. At the same time, there are sufficient checks and balances built in the system to ensure that decisions are carefully taken with due consideration of each faculty's interest and demand. These decisions can also be reviewed by higher authorities and committees in case of needs. For example, the time table committee frames the general time table for the college. Respective academic departments then
 - Prepare their time table according to the time slot and the classrooms allotted to them. The head of each department further consults each of his faculty members while preparing the departmental time table and academic load sharing. A total decentralization is thus observed and in case of any discomforts, the decisions are arrived at amicably with the intervention of the principal if required.
 - Well competent college faculty, selected on the basis of high merit and with tough process of scrutiny, is always at liberty to carry research projects which can be either agency sponsored or independent. Faculty also enjoys the freedom and encouragement to participate in seminars and conferences at State, National and the International levels. It is the result of this provision that our institution can boast of successful international seminar/conference participation of some of its faculty members. There is no restriction on independent research, book or paper writing or seminar participation. Such activities are rather encouraged.

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

- The institution can proudly boast of a participative management/administration. The Principal actively takes part in the working of the institution. The head of the institution is in the leading role in governance of the institution. He, along with the other members of the committee, keenly observes the day to day working of the college administration, governance, management and academic activities. He inspires the staff members in staff meeting and by personal interaction to give their best in their teaching assignments. He invites suggestions from the faculty and communicates to them the decision taken by the College administration and ensures that all the points are implemented properly. He is responsible to constitute different committees involving the staff members. He looks after the financial expenditure and manages, of course in tune with norms and directions from the Commissionerate wherever

required, the funds for different developmental activities taking place on the campus.

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

- Rao B.Ed College is a Pvt. institution and it does not have autonomy in framing and stating any policy on its own. This responsibility lies with the State Govt. and is communicated to the College through the Directorate of College Education. As the Quality policies are framed at a higher level, they involve sufficient number of qualified persons not only from education but also from other concerned departments. Our College, like any other govt. College in Rajasthan, receives these meticulously framed policies and in turn evolves its system of implementation of these policies through its material and human resources. In case of any difficulty, the college consults the higher authorities and the issues are resolved. Indeed the feedback from the college does generate reconsideration and review of the policies framed at a level higher than the College.
- In the academic units, teachers are encouraged to participate in seminars, conferences, workshops and refresher and orientation courses to update their knowledge and skill base.
- The faculty has been provided with separate rooms adequately furnished and equipped with the latest communication technology and gadgets necessary to make teaching more efficient and effective.

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

- The institution intends to extend its developmental work which is already being carried out in the college with the support from the directorate. The college, in the field of academics, intends to start many more job oriented programmes offering certificates and diplomas. We also intend to upgrade our UG Departments. We are in the continuous process of advancing our research facilities. The perspective institutional plan is developed following the procedure of involving the cooperation of teachers, students and members of different committees.
- We also have a system of formal meeting with the city elders, political representatives of the district and experts to design our developmental programmes. Such meetings are held and the needs are underlined.
- In order to formulate the strategy of development and deployment, the committees are constituted for each and every developmental work. Teachers have to participate in all the institutional plans and wherever the situation demands, students and members of Committee are involved. The meeting of students is summoned to take their participation.

6.2.3 Describe the internal organizational structure and decision making processes.

- Rao B.Ed College is a Pvt. institution that follows the guidelines of UGC and the academic curriculum of the Matasaya University of Alwar Rajasthan. So far as the internal organizational structure is concerned, the Principle of the college is the Head of the Institution. All the academic departments, sports department and the college library directly fall under the Principal's administration. The college also has a ministerial staff to support the academic functioning of the college. The Office Superintendent is in charge of the office. There is also an accounts department; the accountant of the college is also directly answerable to the Principal.
- There is One post vice-principal. The job to these authorities is assigned by the Principal. Different offices such as the Establishment, Accounts, etc. may be put under supervision of the vice - principals. The senior also acts as the principal in absence of the Principal.
- All the departments have one Head of the Department. This is not a recognized or a laid down post. It is only customary to have the senior most lecturers in the respective academic departments as head. This facilitates both downward and upward communication. It also helps proper coordination of the department activities and inter- department transactions and dialogue. The head assigns time table, papers and classes to all the faculty members of his department.
- The lecturers are expected to be coordinated by their respective heads. They are always consulted for choice of classes and areas of specializations. This helps better and effective teaching. Lecturers can also consult the vice-principals and the principal regarding any matter. Thus, there is a formal structure but with lot of openness and flexibility.

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**

Teaching & Learning

- The institution has framed for itself various strategies which enhance the quality improvement. These strategies are framed by the college keeping in view the quality changes required for the development of the college. The procedure adopted for admissions to various courses provided by the college is based on student's academic records. The rules and

regulations set by the affiliating University and the State Government are strictly followed in students' admission. Now ICT is being implemented in classrooms for lecture delivery and interaction.

Learning:

- Apart from the lecture method of teaching, group discussion, field studies, debates, tutorials, seminars, study tours etc. are adopted for proper understanding of the subjects. The college has well experienced faculty members. The faculty members of various departments participate actively in academic programmes. There is a provision for mandatory UG seminars in each of the UG departments. The library staff is well qualified and their services and experience is used in updating library for the optimum use by the students. The evaluation methods are communicated to the students by the teachers in the class rooms and also displayed on the notice board of the college. The teachers are not only given full permission to enrich their knowledge through Seminars, Refresher Courses, Orientation Courses etc. but they are also encouraged to do so. The college follows the self-appraisal method to evaluate the performance of faculty, which is used for correcting shortfalls. The college encourages the teachers to participate in self-enriching courses whenever different institutions organize them. Besides this, the teaching material is collected through internet from renowned Universities. The INFLIBNET facility is also now available to faculty and their scholars.
- Now the classrooms of the college have been converted into smart classrooms and thus it has become easier to make teaching more interactive and effective. A lot of material to be taught is contained in electronic format with unprecedented access both for students and the teacher. Better and quick display saves both time and energy. It also makes teaching more effective and interesting.

Research & Development

- The faculty members are also doing their Research work in various Fields of Education.
- Faculty also frequently contributes papers in seminars at other places and for reputed Journals. Many of our faculty members are acclaimed authors of reputed books. Lecturers are often invited for delivering extension lectures as experts by various other academic and non-academic bodies. Some are invited as resource persons in academic staff colleges of various Universities. Such writings help in development of the research material, and discussion and debate motivate further research. Faculty from our college also contribute in talks and educative programmes on AIR and Television
- The research publication and participation in seminars is not limited only up to the national level. Some of the faculty members have published papers in foreign journals and books.

Community Engagement

- College engages many organizations like Red Cross, Medical Council, N.G.Os for holding blood donation camp, free medical check up, youth festivals, Tree plantation festival etc. Many socially useful programmes are conducted by the college under different schemes.

Human Resource Management -

- Every academic year our college organizes several motivational and developmental lectures for the faculty as well as for the students. Under the Center for Excellence scheme noted and leading experts from different fields are invited in the college to lecture/train on relevant issues. The college has been benefiting from such activities
- At the college level also various programmes are organized to develop the skills of the Faculty. For example a 7 day workshop in matters of administration and finance was conducted and various experts were invited to address/train in many sessions. A 21 day ICT course was organized in which the entire faculty participated to train itself in computer and IT. Such a course has indeed enhanced the personal and administrative capability of the faculty in our college.
- The existing potential of the faculty members of this college is utilized by way of their induction in various suitable committees. The learned faculty is often requested by other Universities, PSCs etc. to lend their support for their academic and related requirements.

Industry Interaction

- The institute interacts with various local as well as outside institutes. We consult with other institutes on various issues for the improvement of education system. Festivals such as cultural and literary festivals are held by college to interact with other colleges. College has also participated in various culture programmes held at various places. Seminars, workshops, conferences on various subjects are conducted in the college premises. The college organizes field tours to various industries. The students come to learn a lot from these visits.

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 head of the institution is always eager to interact with all stakeholders. The different committees' reports also serve as the feedback to the principal. Suggestions oral as well as written are invited from the faculty from time to time.

- The College has an alumni association. This association frequently conveys the reactions and suggestions on the functioning of the college.
- Students are promoted to give verbal as well as the written feedback and remarks of their impression of the functioning of the college both in terms of academic and non- academic activities. The college's Students' Union plays an important role in apprising the top management about shortcomings and lapses (if there are any) on part of the college administration.
- The College also has a web page on the DCE portal. All important events, forthcoming programmes, decisions, circulars and news are uploaded on this page and made available to whoever is interested. This way even the non-stakeholders can send us their remarks or views on the functioning of the college.

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 the improvement of the effectiveness and efficiency of the institutional process. The head of the institution involves the staff members in various activities related to the development of the college. The members of the staff are involved by way of constitution of various committees such as Building committee, Admission Committee, Examination Committee, etc.

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

- The Rao B.Ed College planned to do the following and the same have been done:
 - Construction of girls, boys hostel
 - Repair of the college boundary
 - Renovation of the Girls' common room especially development of its toilets
 - Plantation of trees in the college at a large scale
 - Repair and renovation of the Colleges building
 - Construction of two new rooms above the Principals chamber
 - Modernization of classrooms with mounting of White Boards in all of them
 - Automation and computerization of the college library
 - Development of the water harvesting system
 - Upgrading of class rooms to smart classrooms, Etc.

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?

Nil

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 institute has a well defined grievance redressal procedure. Prompt and effective disposal of grievances of various stakeholders is amongst our top priorities. The institute has constituted a Grievances Redressal Committee. This committee discusses the matters with the Principal to solve the problems. The college has a cell related to women grievances as well which caters to the grievances and other needs of female students and women staff
- The College also has a very efficient RTI Cell to respond to any queries by any stakeholder or whosoever. The cell has an excellent record of satisfying the information queries and bringing down the volume of RTIs

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?

Nil

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?

- The institute has a clearly set and defined mechanism of obtaining the feedback from the students to improve the performance and quality of the institutional provisions. The advisory committee consisting of the senior teachers collects the exit level feedback from the graduates regarding learning processes.
- **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?

- It has been now rendered mandatory by UGC for every lecturer to undergo one orientation and three refresher courses. For this aspect of HRM the College lends full support to those who want to take part in such courses.
- Every academic year our college organizes several motivational and developmental lectures for the faculty as well as the students. Under the CPE scheme noted and leading experts from different fields are invited in the college to lecture/train on relevant issues. The college has been benefiting from such activities

- At the college level also various programmes are organized to develop the skills of the Faculty and other staff. For example a 7 day workshop in matters of administration and finance was conducted and various experts were invited to address/train in many sessions. A 21 day ICT course was organized in which the entire faculty participated to train itself in computer and IT. Many from the ministerial staff also participated in the same. Such a course has indeed enhances the personal and administrative capability of the faculty and the staff in our college.

- The college releases fund which is utilized for professional development, enabling the teaching departments to organize seminars, conferences and workshops. Faculty members of the institution actively participate in national and international seminars and conferences. The institution encourages faculty members to enroll for or provide resources for training programmes and workshops. Most of the members of the teaching faculty are members of national and international professional bodies.

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?

- There are relevant rules of the state Govt. regarding the faculty empowerment. These rules pertain to attending seminars, conferences, refresher and orientation courses, and other training programmes. Names for mandatory programmes are recommended by the directorate and the faculty members are relieved to attend the assigned course.

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.

- The achievements of faculty members are monitored and updated in the college records. Performance appraisal system is implemented as per the guidelines from UGC. Each member of the staff fills up the annual Self – Appraisal and files it in the institute. The principal after good judgment puts appropriate remarks and forwards it to higher authorities. Besides this the assessment of the teachers comes also through the feedback forms, which in turn indicate the teachers’ quality, by the students also. All the students from each and every class and section are expected to do so for all the teachers concerned with their classes. The identities of students are not disclosed. The feedback form has a well defined set of questions that helps the students to evaluate the teaching capacity based on lecture understanding and define how far the teacher has succeeded in reaching out to the students. These details are accessible to staff so as to help them judge their performance. The Principal understands the students’ reflections and shares it collectively and individually across the staff. If there are any issues of concern, the faculty member is facilitated to overcome the lacunae without lowering self esteem. Wherever required, counseling is provided to the members of staff in order to help them

improve their professional capabilities. The head of institution also uses evaluation in an informal way to improve the services of the office staff.

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 appraisals at the college level are informally discussed with the concerned staff member (confidentially if required) and he/she is advised by the college administration accordingly. The Principal often takes personal interest in improving the performance of the members of staff. On the basis of feedback it is discovered that which person is best suited for which kind of work and thus suitable job is assigned to each staff member and the best utilization of the available human resource is done.

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?

- Women staff are granted Maternity leave as per the State Govt. rules if they apply according to situation.
- Paternity leave is also admissible for males as per the State Govt. rules if they apply according to situation.
- Besides, leave on medical ground is also possible as per the State Govt. Rules.
- All the welfare schemes as admissible by the UGC norms for the College Staff and by the State Govt. for its employees are available for the staff.

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

- It is not under the authority of the college to either appoint or to retain any eminent scholar or faculty.

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?

- The Pvt. educational institution does not make any profits. College's accounts dept. makes the salary bills which are duly endorsed by the principal and the same are addressed by the state treasury. All other funds are utilized as per the recommendation of the concerned committee of which the college accountant is a necessary member. Principal's approval is a must and the expert opinion of the accounts dept. of the college regarding proper and rule following utilization of funds is essential for any kind of expenses. The

financial resources of the college are managed in a very careful, effective and transparent manner.

- Each and every transaction is supported by the vouchers. All the collections are deposited in the bank and all expenditure, recurring and non-recurring, are incurred through bank cheque. Only duly authorized person (DDO) can operate through the bank. Most often the DDO is the Head of the Institution.
- State Govt. periodically audits the College accounts by sending external auditors.

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.

- College accounts are maintained by the accounts department. No expenses are done against and without their technical advice. The funds received under various heads are utilized as per the rules. Yet, if any lapses are discovered on a later scrutiny the same are rectified and the concerned authorities are duly apprised of the corrections.
- There have been no major objections. If there arise any objections, whatsoever, the same are removed with the college administration's help.

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 college's major sources of funding are as follows:

- Total fee collected from the students.
- Donation given by management members

Deficit Management:

- Normally there is no deficit as we are a Pvt. institution. The salary is the liability of the management Govt. and the same is released through state exchequer vide its distt. treasury.

Audited Income and Expenditure Statement of academic and administrative activities of the previous four years are as follows:

Year 2011-12		Income	Expenditure As Per College Account Books	Returned As Per College Account Books
Non-Plan		2240000	2240000	Nil
PLAN	CPE	Nil		
	YDC	Nil		
	SC Books	Nil		

Year 2012-13		Income	Expenditure As Per College Account Books	Returned As Per College Account Books
Non-Plan		2240000	2240000	Nil
PLAN	CPE	Nil		
	YDC	Nil		
	SC Books	Nil		
	ICT	Nil		

Year 2013-14		Income	Expenditure As Per College Account Books	Returned As Per College Account Books
Non-Plan		2240000	2240000	Nil
PLAN	CPE	Nil		
	YDC	Nil		
	SC Books	Nil		
	ICT	Nil		
	OE	Nil		

Year 2014-15		Income	Expenditure As Per College Account Books	Returned As Per College Account Books
Non-Plan		2240000	2240000	Nil
PLAN	CPE	Nil		
	YDC	Nil		
	SC Books	Nil		
	ICT	Nil		

UGC Sanctions and Utilizations as Per Utilization Certificates - Nil Reserve Funds:

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

- Donation given by management members.

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)? 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 IQA Cell. Following is the composition of the same:

- Principal is the chair person.
- A very senior and an efficient person is the convener
- the convener has a big team comprising of experts in different areas: such as
 - Persons with knowledge of the working and nature of NAAC
 - Persons well versed with the requirements of the college
 - Persons who can provide with practical developmental ideas
 - Persons who can take charge of implementation of such ideas
 - Persons who can negotiate with firms and suppliers
 - Persons with analytical skills to assess the immediate and long term requirements and fix priorities
 - Persons with good knowledge of languages and persons with good communication skills
 - Persons with skills of computer operations, Etc
- The IQA cell works under the overall guidance of the principal. The convener assigns the tasks to the members often forming sub-teams suitable

for the task. The requirements of the college with reference to various stakeholders are assessed, and an action plan in tune with the available budget or funds is made. The same is discussed with the team and corrections, if any, are made. Then, it is put before the principal and the levels of urgency, benefits, expenses and other modalities are discussed with him. On approval the plan is put to action.

- 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. With the functioning of the IQA cell the academic and the administrative systems in the institution have been quite effective for the enhancement of quality education. The institution has a fool proof mechanism to get the academic and administrative machinery of the institution in motion. The academic quality of the institution is maintained by the teaching and learning processes. The administrative quality is maintained by the effective functions carried out by the various committees. The two mechanisms are interdependent and, therefore, there is no scope for any failure in any system. The Head of the Institution conducts meetings regularly and visits the class rooms to ensure proper delivery of the material and timely completion of course as per syllabus. 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. Students are punctual and attend classes regularly. They also interact with the concerned teachers and request for extra classes if needed. They approach to the teachers for the solution of their problems related to their syllabus. Their participation is also assured by involving them in cultural and other activities. The students also approach to the head of the institution directly for the redressal of their problems.

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 has adopted a multi layer system where the top administration is the ultimate decision making body accountable to the various stakeholders. The IQAC, the planning body, collects inferences from the learners and various committees through participatory interactions, based on which it proposes comprehensive perspective plan to the top administration for approval and implementation. The chain of committees is in charge of implementation of developmental and academic activities assigned by the administration. The supervision by the administration ensures the proper implementation. The fair representation of the learners ensures the transparency in the process.

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.

- The institution ensures that the decisions based on the findings of the IQAC are fully adhered to. The academic as well as the administrative working is further smoothed by the time to time training sessions being

organized by the college for its teaching as well as the non teaching staff. Small workshops, in the form of interactive sessions, have helped the staff of the institution work in a better and more promising way.

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 institution is affiliated to the Matasya University Alwar of Rajasthan, . The university has its set mechanism to find college’s compliance with its norms. The university sends a team of the experts to conduct academic audit in case of starting of new courses by the college. The team visits the college and very minutely observes the working of the institution in all its aspects.

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

- In the case of the institution, the external regulatory authority is the affiliating Matasya University Alwar of Rajasthan, and we make the compliances as per their needs and requirements.

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?

- The institute’s approach to the learning outcome assessment is clearly defined. Selection committee of the University select the faculty members How to assess these outcomes, and how to use the results for program development and improvement is a part of student evaluation. The results of Outcome Assessment are used to evaluate the effectiveness of academic programs and activities. The Faculty members use the information collected to develop and improve academic programs. The institution evolves mechanism to monitor the learning outcomes. Attendance is compulsorily taken for every lecture. Tutorials and Laboratory and practical hours (in case of geography) are fixed. The tutorials and assignments are corrected. Students are given surprise tests, the results of which serve as a sound feedback on their as well as teachers performance. During the lectures and assignments, the student level is judged by the concerned staff member and appropriate action is taken. At the end of each periodical test, progress reports which consist of unit test results and attendance status are submitted to the office for further action. Counseling and extra classes are conducted for slow learners and those who absented themselves from classes due to valid reasons. Parents of such students are called to meet their respective faculty member, if required.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

- The institution has evolved a stakeholders' web by forming different platforms like alumni association, Parent Teacher Meet and various committees with a fair representation of students.

- The College web page updates stakeholders' as well as higher authorities' information regarding the functioning of the college, The IQAC in the planning process considers feedbacks collected from all the stakeholders to prepare perspectives on development. Developmental perspectives are discussed in the respective meetings of the Advisory Committee consisting of several external members, PTM and alumni. The reflections of the meetings are incorporated in the plan.

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?

Though there is no formal conducting of the green audit in the institution but the institution's campus is eco-friendly. A lot of trees have been planted and grass greenery is maintained. Significant expenditure is incurred to make the campus eco-friendly.

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

- * **Energy conservation**
- * **Use of renewable energy**
- * **Water harvesting**
- * **Check dam construction**
- * **Efforts for Carbon neutrality**
- * **Plantation**
- * **Hazardous waste management**
- * **e-waste management**

- The college campus is totally eco-friendly. The use of polythene is discouraged in the campus. No plastic tea/coffee cups are allowed. Besides this, the institution has taken several other steps/initiatives to make the campus eco-friendly:

Energy Conservation:

- The college campus is overly warm and overly cold. The college class rooms are so airy and well lighted that they hardly need any artificial lighting. A proper care is taken to put off electric consumption when not needed. Class rooms are allotted according to the no. of students so that the electricity consumption can be checked. This has helped a lot in conservation of electricity.

Use of renewable energy:

- Though the college does not yet have installation for renewable energy source but the college very much intends to have the same. A survey was done and a plan to install solar lighting system was made but due to the lack of funds it was turned down.

Water harvesting:

- The college has developed an efficient water harvesting system covering a huge area.

Efforts for Carbon neutrality:

- The college at its own level has taken up certain preventive measures to check the emission of carbon dioxide. The limited use of generator is made, that too when it becomes essential. ACs are limited and turned on selectively.
- The college has a cycle stand for the students at a suitable place. This helps in keeping the campus as much as possible clean. Students are encouraged to use bicycles and most students do not use petrol/diesel driven vehicles.
- The dead leaves and the waste papers are not allowed to be put on fire. The leaves are buried in the soil itself in a pit specially maintained to make manure for college plantation, trees and grass. Waste papers are disposed off.

Plantation

- A lot of expenditure is incurred to keep the environment green. For this purpose the college support staff is working whole heartedly. The trees are planted. The college organizes programmes akin to Van-Mahotsava every year to inculcate this tradition amongst its students.. Now trees are protected with suitable guards procured with the help of donors.

Hazardous waste management / e-waste management:

- For e-waste management, we are in the process of adopting the policy of buy-back. This newly floated policy underlines that the supplier firms of the electronic materials shall buy-back the obsolete and discarded waste e-material. They shall be responsible also for scientific disposal of it, away from premises and habitation.

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.

- The college now proposes to plant good quality fruit and medicinal plants with a view to income generation. Vast land area still without sufficient plantation/ lesser use, promises space for such plants.

Feedback mechanism:

- Students give the feedback about the teachers at the end of each session/semester. Students of each department are expected to do so for all the teachers concerned with their class. Besides, informal interaction between the students and the Class Teacher/H.O.D./Principal about issues pertaining to teaching quality is also encouraged. Teachers are counseled by the departmental head and/or principal regarding measures to improve subject understanding and/or teaching skills.

Computerization of Administrative Block:

- The college has done away with the orthodox system of working in the office. The college administrative block has been fully computerized. The salary bills, other statements of accounts and official correspondence are all computer generated. The administrative staff has been given formal training to understand the technicalities pertaining to working on the technology. Some ad hoc computer trained staff is also hired to share the office burden.
- All the records are now computer maintained. The scholarships to over 100 students of the college and as nodal agency for all the students (thousands in number) of colleges of the Alwar dist. are computer supported.
- Admissions and admission lists are computer generated. This reduces work, saves time and energy and provides quick access to personal and college details of each and every student.
- Since last two sessions our college has adopted the online admission system supported by DCE

Computerization of Library:

- The college has made the library fully computerized. The library has been automated. The total working in the library is now on the computers.

Zero-Balance Accounts:

- The college has facilitated its internal stakeholders, i.e. the students are now given the facility to maintain a zero balance bank account. This helps in easy crediting of their scholarship amount directly to their accounts. This also helps accounting system and transparency in dealings.

Academic Innovations:

- The institution has introduced many new innovative practices to help the students in their pursuit of attaining quality education. The college has introduced Remedial Classes for the students. This has helped them cover up their syllabus or back log, if any. More than that the students get a chance to brush up their skills further. Extra counseling and consultation with the subject teachers in free hours is a regular practice in our College.

7.3 Best Practices

7.3.1 Elaborate on any two best practices as per the annexed format (see page ..) which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college

BEST PRACTICE - I

Title of the Practice

Computerization of the Administrative Block and Automatization of the Library

Goal

- The main objective of the institution is to transform the students into able and qualified citizens possessing humanitarian values and employability in good govt. and private sector jobs. The college resolves to transform the students into well meaning citizens through well prepared socially committed patterns of instruction. Rao B.Ed College Kothinarayanpur, Rajgarh, Alwar aspires to have a transformational impact on students through comprehensive education by inculcating qualities of competence, confidence and excellence. The college has been facilitating young learners with opportunities to hone their ethics, cultural values and inquisitiveness, leadership potential and preparedness for better jobs. To sensitize learners towards inclusive social concerns, human rights, gender and environmental issues are also amongst the prime concerns of the institution.

The Context

- The college realizes the need for advanced systems of learning on one hand and of speedy execution of the office works. Moreover, the environment friendly use of the office resources and the environmental concerns also demand more of e-working and lesser paper consumption. With a view to achieving these objectives, automatization of the library and full computerization of the administrative functioning is realized as necessary. The college had been following the age old pattern of working manually in the office. Now with the need of the day and the Govt. support the whole of the administrative branch has been computerized. Apart from this the library too has been computerized or automated for better and speedy access to books and online access to many journals, reading and research material which is hard to procure otherwise.

- All the research supervisors have been provided with a Laptop to smoothen their research work.

The Practice & the Evidence of the Success

- The college is transforming its administrative working from manual to computer and internet assisted working. Admission system follows online submission of the forms. This saves a lot of students' and the college staffs' time and energy. It also saves college from a lot of chaos that used to be experienced with manual collection of forms. This also helps the college in maintaining a clear and handy data base of all its students. The whole system is computerized and the college by computerizing the total accounts has successfully got rid of many hurdles. This has resulted in making the system smooth and much more transparent. Had this computerization not taken place

and the work efficiency not increased by computerization it would have become nearly impossible to handle the increased work and growing complexities with the limited office staff. Now Bills are computer generated and are presented online. Accounts transfers in most cases are done online. Most of the office correspondence is computer assisted and employs e-mail for faster communication.

Problems Encountered and Resources Required

In spite of the above mentioned changes in system and use of technology, there are some obvious problems which are incumbent for some time with any technological change.

- The atomation of the library has taken place and it has also been connected with the inflibnet, but the students, most of which come from the rural background, are often not acquainted with the use of computer assisted access to the books. The library staff still has a lot of work to be done for them. The students have not yet become fully aware of the benefits of this computerization and a lot of book landing, searching of books and other related things require staff assistance. Scarcity of library staff adds to the problem.
- Use of computers and technology has definitely reduced the burden and most ministerial staff welcomes the change but at the same time the office work has grown too much in volume and complexity. Information is often required immediately and some staff of office who have not yet adapted to change and are reluctant to do so due to their age, are sometimes unable to execute the orders of authority timely. Under such circumstances faculty have to take care of much of the office work. More of trained staff is required.

BEST PRACTICE II

Title of the Practice

Presentation and Evaluation of Ongoing Research

Goal

- The College, in recent years, has evolved a system of yearly presentation and evaluation of the ongoing research projects not only of the research scholars but also of the faculty members. The goal is to share the emerging knowledge with the staff and the students. This is not mere sharing of knowledge but at the same time it is also a critical evaluation of the needs, methods, direction and the significance of research. Every presentation has to be made before entire faculty and the research scholars. This provides all the researchers and other faculty and students an opportunity to learn and discuss the interdisciplinary angle involved in every research. Since experts from all the faculties are present at such yearly presentations, a critical evaluation and insight from an interdisciplinary perspective becomes possible. Above all, it creates an environment of learning and research in the college.

The Context

- Rao B.Ed College Kothinarayanpur, Rajgarh ,Alwar is a big and a reputed college which has been awarded the status of College with Potential for excellence. This college has one Under Graduate department (B.Ed) with highly qualified faculty.

The Practice & the Evidence of the Success

- The College has been conducting such presentations since last couple of years. The entire faculty has not only shown satisfaction with this but has appreciated this novel practice as it has improved the quality of research in the college. It has inspired more and more faculty to continuously remain involved in academic research. The result is that most of the faculty members who did not have Doctorate degree are now Ph.D holders
- Some faculty members, inspired by such presentations have contributed articles to national and international journals and have made presentation in foreign universities.

Problems Encountered and Resources Required

The college makes every possible effort to facilitate research and research environment in this college.

- The scarcity of ministerial staff and the growing volume of office work often keep the faculty too busy in non-academic and official activities. The growth and the quality of research suffer on this account.
- Though there is reasonable budget for books and the library is also automated with an on-line access to journals and books, yet the need of quality

books is often felt. Many foreign publications are not available and the process of purchase is so long that by the time the book is procured its need gets nearly over.

8. Contact Details

Name of the Principal:	Dr. BIJENDRA SINGH
Name of the Institution:	Rao B.Ed College Kothinarayanpur Rajgarh
City:	Alwar
Address:	<i>po.-Moonpur, Teh.-Rajgarh, Alwar</i>
Pin Code:	301408
Accredited Status:	-
Phone (O):	01464244370
Fax:	01464220267
Website:	www.shikshasamitirao.com
E-mail:	rao_shiksha@rediffmail.com
<i>IQAC E-mail:</i>	rao_shiksha@rediffmail.com

PART- III

EVALUATIVE REPORT OF THE DEPARTMENTS

EVALUATIVE REPORT OF THE DEPARTMENTS

1. Name of the department: Commerce
2. Year of Establishment : 2007
3. Names of Programmes / Courses offered (B.Ed), Name of Interdisciplinary courses and the departments/units involved : **Nil**
4. Annual/Semester/Choice based system (Programme wise) :
UG : Annual
5. Participation of the department in the courses offered by other departments : **Nil**
6. Courses in collaboration with other universities, industries, foreign institutions, etc. **Nil**

Name	Quali.	Desig.	Special.	No of Years of Experience	No of Ph.D. Student guided for the last 4 years
Sri. Mahaveer Prasad	M.Com,M.Ed,M.Phil	Lecturer	Commerce	8 years	--

7. details Of courses/programmes discontinued (in any) with reasons :

Nil

8. Number of teaching posts.

	Sanctioned	Filled
Principal	--	--
Vice Principal	--	--
Lecturer	1	1

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

10. List of senior visiting faculty: **Nil**

Percentage of lectures delivered and practical classes handled (Programme wise) by temporary faculty : Nil
Student – Teacher Ratio (Programme wise): UG – 10:1,
Number of academic support staff (technical) and administrative staff; sanctioned and filled: Nil

14. Qualifications to teaching faculty with D.Sc./ D.Litt. / Ph.D. / M.Phil. / PG. :

M.Phil : 01

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

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

17. Research Centre/Facility recognized by the University: **Research Centre: Nil**

18. Publication:

- ❖ a) Publication per faculty : kindly See Annexure A
- ❖ Number of papers published in peer reviewed journals (National/ International) by faculty and students:
NIL
- ❖ 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.): Nil

19. Area of consultancy and income generated : **Nil**
20. Faculty as members in
 a) National committees b) International committees c) Editorial Boards:
 NIL
21. **Student projects (Ph.D. Scholar) : Nil**
 a) Percentages of students who have done in-house projects including inter department / programme: **Nil**
 b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / industry/ other agencies: **Nil**
22. Awards/Recognitions received by faculty and students: **NIL**
23. List of eminent academicians and scientists/visitors to the department: **Nil**
24. Seminars/Conferences/Workshops organized & the source of funding.
 a) National : NIL
 b) International : **Nil**
25. Students profile programme/course wise:

Name of the Course/Programme (refer question no.4)	Applications received	Selected	Enrolled		Pass Percentage
			*M	*F	
Nil					

*M = Male, *F=Female

26. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Nil			

27. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.:

NET - **NIL**

Civil Services - **NIL**

Student

progression

Student progression	Against % enrolled
UG to PG	NIL
PG to M.Phil.	NIL
PG to Ph.D.	NIL
Ph.D. to Post-Doctoral	NIL
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	NIL
Entrepreneurship/Self-employment	NIL

28. Details of Infrastructural facilities.

a) Library : **Books available in Department Library.**

b) Internet facilities for staff and students :

Wi-fi campus

c) Class rooms with ICT facility :

ONE

d) Laboratories : **Nil**

29. Number of students receiving financial assistance from college, university, government or other agencies:

several students receive govt. scholarships

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

31. Teaching methods adopted to improve student learning:

Seminars, Group-Discussion, etc.

32. Participation in Institutional Social Responsibility (ISR) and Extension activities: **Nil**

33. SWOC analysis of the department and Future plans: **Nil**

EVALUATIVE REPORT OF THE DEPARTMENTS

34. Name of the department: ENGLISH
35. Year of Establishment : 2007
36. Names of Programmes / Courses offered (B.Ed), Name of Interdisciplinary courses and the departments/units involved : **Nil**
37. Annual/Semester/Choice based system (Programme wise) :
UG : Annual
38. Participation of the department in the courses offered by other departments : **Nil**
39. Courses in collaboration with other universities, industries, foreign institutions, etc. **Nil**

Name	Quali.	Desig.	Special.	No of Years of Experience	No of Ph.D. Student guided for the last 4 years
Sri Rajendra Singh	M.A. English, M.Ed	Lecturer	English	2 years	--

40. Details of courses/programmes discontinued (in any) with reasons :
Nil
41. Number of teaching posts.

	Sanctioned	Filled
Principal	--	--
Vice Principal	--	--
Lecturer	1	1

42. Faculty profile with name, qualification, designation, specialization, (D.Sc./ D.Litt. / Ph.D. / M.Phil. etc.)
43. List of senior visiting faculty: **Nil**

Percentage of lectures delivered and practical classes handled (Programme wise) by temporary faculty : Nil
Student – Teacher Ratio (Programme wise): UG - 10:1,
Number of academic support staff (technical) and

administrative staff; sanctioned and filled: Nil

47. Qualifications to teaching faculty with D.Sc./ D.Litt. / Ph.D. / M.Phil. / PG. : NIL

M.A. : 01

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

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

50. Research Centre/Facility recognized by the University: **Research Centre: Nil**

51. Publication:

- ❖ a) Publication per faculty : kindly See Annexure A
- ❖ Number of papers published in peer reviewed journals (National/ International) by faculty and students:
NIL
- ❖ 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.) :

NIL

52. Area of consultancy and income generated : **Nil**

53. Faculty as members in

- b) National committees b) International committees c) Editorial Boards:
- NIL

54. **Student projects (Ph.D. Scholar) : Nil**

- c) Percentages of students who have done in-house projects including inter department / programme: **Nil**
- d) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / industry/ other agencies: **Nil**

55. Awards/Recognitions received by faculty and students: **NIL**
56. List of eminent academicians and scientists/visitors to the department: **Nil**
57. Seminars/Conferences/Workshops organized & the source of funding.
 c) National : **NIL**
 d) International : **Nil**
58. Students profile programme/course wise:

Name of the Course/Program me (refer question no.4)	Applications received	Selected	Enrolled		Pass Percentage
			*M	*F	
Nil					

*M = Male, *F=Female

59. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Nil			

60. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.:

NET - **NIL**

Civil Services - **NIL** Student progression

Student progression	Against % enrolled
UG to PG	NIL
PG to M.Phil.	NIL
PG to Ph.D.	NIL
Ph.D. to Post-Doctoral	NIL
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	NIL
Entrepreneurship/Self-employment	NIL

61. Details of Infrastructural facilities.
 - e) Library : **Books available in Department Library.**
 - f) Internet facilities for staff and students :
Wi-fi campus
 - g) Class rooms with ICT facility :
ONE
 - h) Laboratories : **Nil**
62. Number of students receiving financial assistance from college, university, government or other agencies:
several students receive govt. scholarships
63. Details on student enrichment programmes (special lectures / workshops seminar) with external experts: **Nil**
64. Teaching methods adopted to improve student learning:
Seminars, Group-Discussion, etc.
65. Participation in Institutional Social Responsibility (ISR) and Extension activities: **Nil**
66. SWOC analysis of the department and Future plans: **NIL**

EVALUATIVE REPORT OF THE DEPARTMENTS

1. Name of the department : HINDI
Year of Establishment : 2007
2. Names of Programmes / Courses offered (B.Ed), Name of Interdisciplinary courses and the departments/units involved : **Nil**
3. Annual/Semester/Choice based system (Programme wise) :
UG : Annual
4. Participation of the department in the courses offered by other departments : **Nil**
5. Courses in collaboration with other universities, industries, foreign institutions, etc. **Nil**

Name	Quali.	Desig.	Special.	No of Years of Experience	No of Ph.D. Student guided for the last 4 years
Savitra Devi	M.A.,M.Ed,M.Phil(Edu.)	Lecturer	Hindi	8 years	--
Satish Kumar	M.A.,M.Ed	Lecturer	Hindi	1 years	

6. Details of courses/programmes discontinued (in any) with reasons : **Nil**
7. Number of teaching posts.

	Sanctioned	Filled
Principal	--	--
Vice Principal	--	--
Lecturer	2	2

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

9. List of senior visiting faculty: **Nil**

10. Percentage of lectures delivered and practical classes handled (Programme wise) by temporary faculty : **Nil**
11. Student – Teacher Ratio (Programme wise): **UG – 50:1,**
12. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **Nil**

13. Qualifications to teaching faculty with D.Sc./ D.Litt. / Ph.D. / M.Phil. / PG. :

M.Phil : 01, M.Ed : 01

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

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

16. Research Centre/Facility recognized by the University: **Research Centre: Nil**

17. Publication:

- ❖ a) Publication per faculty : kindly See Annexure A
- ❖ Number of papers published in peer reviewed journals (National/ International) by faculty and students:
NIL
- ❖ 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.):

NIL

18. Area of consultancy and income generated : **Nil**

19. Faculty as members in

- c) National committees b) International committees c) Editorial Boards:

NIL

20. **Student projects (Ph.D. Scholar) : Nil**
- e) Percentages of students who have done in-house projects including inter department / programme: **Nil**
- f) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / industry/ other agencies: **Nil**
21. Awards/Recognitions received by faculty and students: **NIL**
22. List of eminent academicians and scientists/visitors to the department: **Nil**
23. Seminars/Conferences/Workshops organized & the source of funding.
- e) National : **NIL**
- f) International : **Nil**
24. Students profile programme/course wise:

Name of the Course/Programme (refer question no.4)	Applications received	Selected	Enrolled		Pass Percentage
			*M	*F	
Nil					

*M = Male, *F=Female

25. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Nil			

26. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.:
- NET** - **NIL**
- Civil Services** - **NIL** Student progression

Student progression	Against % enrolled
UG to PG	NIL

PG to M.Phil.	NIL
PG to Ph.D.	NIL
Ph.D. to Post-Doctoral	NIL
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	NIL
Entrepreneurship/Self-employment	NIL

27. Details of Infrastructural facilities.
- i) Library : **Books available in Department Library.**
- j) Internet facilities for staff and students :
Wi-fi campus
- k) Class rooms with ICT facility :
ONE
- l) Laboratories : **Nil**
28. Number of students receiving financial assistance from college, university, government or other agencies:
several students receive govt. scholarships
29. Details on student enrichment programmes (special lectures / workshops seminar) with external experts: **Nil**
30. Teaching methods adopted to improve student learning:
Seminars, Group-Discussion, etc.
31. Participation in Institutional Social Responsibility (ISR) and Extension activities: **Nil**
32. SWOC analysis of the department and Future plans: **Nil**

EVALUATIVE REPORT OF THE DEPARTMENTS

1. Name of the department : Sanskrit
2. Year of Establishment : 2007
3. Names of Programmes / Courses offered (B.Ed), Name of Interdisciplinary courses and the departments/units involved :
Nil
4. Annual/Semester/Choice based system (Programme wise) :
UG : Annual
5. Participation of the department in the courses offered by other departments : **Nil**
6. Courses in collaboration with other universities, industries, foreign institutions, etc. **Nil**

Name	Quali.	Desig.	Special.	No of Years of Experience	No of Ph.D. Student guided for the last 4 years
Pawan Kumar	M.A.,M.Ed,	Lecturer	Sanskrit	3 years	--
Yogesh Kumar	M.A.,M.Ed	Lecturer	Sanskrit	1 years	

7. Details of courses/programmes discontinued (in any) with reasons : **Nil**
8. Number of teaching posts.

	Sanctioned	Filled
Principal	--	--
Vice Principal	--	--
Lecturer	2	2

9. Faculty profile with name, qualification, designation, specialization, (D.Sc./ D.Litt. / Ph.D. / M.Phil. etc.)
10. List of senior visiting faculty: **Nil**

11.	Percentage of lectures delivered and practical classes handled (Programme wise) by temporary faculty : Nil
12.	Student – Teacher Ratio (Programme wise): UG – 50:1,

13. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **Nil**

14. Qualifications to teaching faculty with D.Sc./ D.Litt. / Ph.D. / M.Phil. / PG. :

M.Ed : 01,

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

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

17. Research Centre/Facility recognized by the University:
Research Centre: Nil

18. Publication:

- ❖ a) Publication per faculty : kindly See Annexure A
- ❖ Number of papers published in peer reviewed journals (National/ International) by faculty and students:
NIL
- ❖ 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.):

NIL

19. Area of consultancy and income generated : **Nil**

20. Faculty as members in

d) National committees b) International committees c) Editorial Boards:

NIL

21. **Student projects (Ph.D. Scholar) : Nil**

g) Percentages of students who have done in-house projects including inter department / programme: **Nil**

- h) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / industry/ other agencies: **Nil**
22. Awards/Recognitions received by faculty and students: **NIL**
23. List of eminent academicians and scientists/visitors to the department: **Nil**
24. Seminars/Conferences/Workshops organized & the source of funding.
- g) National : **NIL**
- h) International : **Nil**
25. Students profile programme/course wise:

Name of the Course/Program me (refer question no.4)	Applications received	Selected	Enrolled		Pass Percentage
			*M	*F	
Nil					

*M = Male, *F=Female

26. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Nil			

27. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.:

NET - **NIL**

Civil Services - **NIL** Student

progression

Student progression	Against % enrolled
UG to PG	NIL
PG to M.Phil.	NIL
PG to Ph.D.	NIL
Ph.D. to Post-Doctoral	NIL

Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	NIL
Entrepreneurship/Self-employment	NIL

Details of Infrastructural facilities.

- m) Library : **Books available in Department Library.**
 - n) Internet facilities for staff and students :
Wi-fi campus
 - o) Class rooms with ICT facility :
ONE
 - p) Laboratories : **Nil**
28. Number of students receiving financial assistance from college, university, government or other agencies:
several students receive govt. scholarships
29. Details on student enrichment programmes (special lectures / workshops seminar) with external experts: **Nil**
30. Teaching methods adopted to improve student learning:
Seminars, Group-Discussion, etc.
31. Participation in Institutional Social Responsibility (ISR) and Extension activities: **Nil**
32. SWOC analysis of the department and Future plans: **Nil**

EVALUATIVE REPORT OF THE DEPARTMENTS

1. Name of the department : **Pol.Sci.**
2. Year of Establishment : 2007
3. Names of Programmes / Courses offered (B.Ed) Name of Interdisciplinary courses and the departments/units involved : **Nil**
4. Annual/Semester/Choice based system (Programme wise) :
UG : Annual,

1. Participation of the department in the courses offered

Name	Quali.	Desig.	Special.	No of Years of Experience	No of Ph.D. Student guided for the last 4 years
Poonam Yadav	M.A. M.Ed	Lecturer	Pol.Sci.	-	---
Permila Vishishtha	M.A. M.Ed	Lecturer	Pol.Sci.	-	----

by other departments : **Nil**

5. Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
6. Details of courses/programmes discontinued (in any) with reasons : **Nil**
7. Number of teaching posts.

	Sanctioned	Filled
Principal	--	--
Vice Principal	--	--
Lecturer	2	2

8. Faculty profile with name, qualification, designation, specialization, (D.Sc./ D.Litt. / Ph.D. / M.Phil. etc.)
9. List of senior visiting faculty: **Nil**
10. Percentage of lectures delivered and practical classes handled (Programme wise) by temporary faculty : **Nil**
11. Student – Teacher Ratio (Programme wise): **UG – 50:1**, Number of academic support staff (technical) and administrative staff; sanctioned and filled: **Nil**
12. Qualifications to teaching faculty with M.A,M.Ed,
M.A,M.Ed : 01
13. Number of faculty with ongoing projects from (a) National (b) International funding agencies and grants received : **Nil**
14. Departmental projects funded by DST-FIST; UGC; DBT; ICSSR, etc. and total grants received.
15. Research Centre/Facility recognized by the University:
Research Centre
16. Publication:
 - ❖ a) Publication per faculty :
 - ❖ Number of papers published in peer reviewed journals (National/ International) by faculty and students: **NIL**
 - ❖ 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.) : **NIL**
 - ❖ Monographs : **Nil**
 - ❖ Chapter in Books: 22, Kindly also see Annexure A
 - ❖ Book Edited: **Nil**
 - ❖ Book with ISBN/ISSN numbers with details of publishers:

- ❖ Citation Index
- ❖ SNIP
- ❖ SJR
- ❖ Impact factor
- ❖ H-index

17. Area of consultancy and income generated : **Nil**

18. Faculty as members in

- a) National committees b) International committees c)

Editorial Boards:

NIL

19. Student projects (Ph.D. Scholar) : **Nil**

- a) Percentages of students who have done in-house projects including inter department / programme: **Nil**
- b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / industry/ other agencies: **Nil**

20. Awards/Recognitions received by faculty and students: **Nil**

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

22. Seminars/Conferences/Workshops organized & the source of funding.

- a) National : **UGC Sponsored Conference : December, 2014**

- b) International : **Nil**

23. Students profile programme/course wise:

Name of the Course/Programme (refer question no.4)	Applications received	Selected	Enrolled		Pass Percentage
			*M	*F	
Nil					

*M = Male, *F=Female

24. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Nil			

25. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.:

NET - NIL

Civil Services - NIL

26. Student progression

Student progression	Against % enrolled
UG to PG	NIL
PG to M.Phil.	-
PG to Ph.D.	-
Ph.D. to Post-Doctoral	-
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	-
Entrepreneurship/Self-employment	-

27. Details of Infrastructural facilities.

- a) Library : **Books available in Department Library.**
- b) Internet facilities for staff and students : **Campus Wi-Fi**
- c) Class rooms with ICT facility : **Nil**
- d) Laboratories : **Nil**

28. Number of students receiving financial assistance from college, university, government or other agencies:

Government Scholarships to many students

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

30. Teaching methods adopted to improve student learning:

Seminar Group Discussion etc.

31. Participation in Institutional Social Responsibility (ISR) and

Extension activities: **Nil**

32. SWOC analysis of the department and Future plans: **Nil**

EVALUATIVE REPORT OF THE DEPARTMENTS

1. Name of the department : **HISTORY**
2. Year of Establishment : **2007**
3. Names of Programmes / Courses offered (B.Ed), Name of Interdisciplinary courses and the departments/units involved : **Nil**
4. Annual/Semester/Choice based system (Programme wise) :
UG : Annual,
5. Participation of the department in the courses offered by other departments : **Nil**
6. Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
7. Details of courses/programmes discontinued (in any) with reasons : **Nil**
8. Number of teaching posts.

	Sanctioned	Filled
Principal	--	--
Vice Principal	--	--
Lecturer	1	1

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

Name	Quali.	Desig.	Special.	No of Years of Experience	No of Ph.D. Student guided for the last 4 years
Rinku Yadav	M.A,M.Ed	Lecturer	HISTORY	3 years	-

10. List of senior visiting faculty: **Nil**

11. Percentage of lectures delivered and practical classes handled (Programme wise) by temporary faculty : **Nil**

12. Student – Teacher Ratio (Programme wise): **UG – 20:1**,
Number of academic support staff (technical) and administrative staff; sanctioned and filled: **Nil**

13. Qualifications to teaching faculty with M.A,M.Ed,
M.A,M.Ed, : **01**

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

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

16. Research Centre/Facility recognized by the University:
Research Centre : NIL

17. Publication:

❖ a) Publication per faculty :

❖ Number of papers published in peer reviewed journals (National/ International) by faculty and students: 24

❖ 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.) : **NIL**

❖ Monographs : **Nil**

❖ Chapter in Books: **Nil**

❖ Book Edited: **Nil**

❖ Book with ISBN/ISSN numbers with details of publishers:

❖ SNIP

❖ SJR

❖ Impact factor

❖ H-index

18. Area of consultancy and income generated : **Nil**

19. Faculty as members in

a) National committees b) International committees c) Editorial Boards:

20. Student projects (Ph.D. Scholar) : **Nil**

a) Percentages of students who have done in-house projects including inter department / programme: **Nil**

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

21. Awards/Recognitions received by faculty and students: **Nil**

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

23. Seminars/Conferences/Workshops organized & the source of funding.

c) International : **Nil**

24. Students profile programme/course wise:

Name of the Course/Programme	Applications received	Selected	Enrolled		Pass Percentage
			*M	*F	

(refer question no.4)					
Nil					

*M = Male, *F=Female

25. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Nil			

26. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.:

NET - NIL

Civil Services - NIL

Student progression

Student progression	Against % enrolled
UG to PG	NIL
PG to M.Phil.	-
PG to Ph.D.	-
Ph.D. to Post-Doctoral	-
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	-
Entrepreneurship/Self-employment	--

27. Details of Infrastructural facilities.

- a) Library : **Books available in Department Library.**
- b) Internet facilities for staff and students : **Yes**
- c) Class rooms with ICT facility : **Yes**
- d) Laboratories : **Nil**

28. Number of students receiving financial assistance from college, university, government or other agencies: **Various Scholarships**

29. Details on student enrichment programmes (special lectures / workshops seminar) with external experts: **Dept. Seminar, Historical Tour, weekly workshops**

30. Teaching methods adopted to improve student learning: **Seminar Group Discussion etc.**

31. Participation in Institutional Social Responsibility (ISR) and Extension activities: **Nil**

32. SWOC analysis of the department and Future plans: **Nil**

EVALUATIVE REPORT OF THE DEPARTMENTS

1. Name of the department : **Geography**
2. Year of Establishment : 2007
3. Names of Programmes / Courses offered (B.Ed) Name of Interdisciplinary courses and the departments/units involved : **Nil**
4. Annual/Semester/Choice based system (Programme wise) :

UG : Annual,

5. Participation of the department in the courses offered

Name	Quali.	Desig.	Special.	No of Years of Experience	No of Ph.D. Student guided for the last 4 years
Hazari Lal	M.A. M.Ed	Lecturer	Geography	3 years	---
Jitendra Singh	M.A. M.Ed	Lecturer	Geography	3 years	----

by other departments : **Nil**

6. Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
7. Details of courses/programmes discontinued (in any) with reasons : **Nil**
8. Number of teaching posts.

	Sanctioned	Filled
Principal	--	--
Vice Principal	--	--
Lecturer	2	2

9. Faculty profile with name, qualification, designation, specialization, (D.Sc./ D.Litt. / Ph.D. / M.Phil. etc.)
10. List of senior visiting faculty: **Nil**
11. Percentage of lectures delivered and practical classes handled (Programme wise) by temporary faculty : **Nil**
12. Student – Teacher Ratio (Programme wise): **UG – 50:1**, Number of academic support staff (technical) and administrative staff; sanctioned and filled: **Nil**
13. Qualifications to teaching faculty with M.A,M.Ed,
M.A,M.Ed : 02
14. Number of faculty with ongoing projects from (a) National (b) International funding agencies and grants received : **Nil**
15. Departmental projects funded by DST-FIST; UGC; DBT; ICSSR, etc. and total grants received.
16. Research Centre/Facility recognized by the University: **Research Centre**
17. Publication:
 - ❖ a) Publication per faculty :
 - ❖ Number of papers published in peer reviewed journals (National/ International) by faculty and students: **NIL**
 - ❖ 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.) : NIL

- ❖ Monographs : **Nil**
- ❖ Chapter in Books: 22, Kindly also see Annexure A
- ❖ Book Edited: **Nil**
- ❖ Book with ISBN/ISSN numbers with details of publishers:

- ❖ Citation Index
- ❖ SNIP
- ❖ SJR
- ❖ Impact factor
- ❖ H-index

18. Area of consultancy and income generated : **Nil**

19. Faculty as members in

- b) National committees b) International committees c)
Editorial Boards:

NIL

20. Student projects (Ph.D. Scholar) : **Nil**

- c) Percentages of students who have done in-house projects including inter department / programme: **Nil**

- d) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / industry/ other agencies: **Nil**

21. Awards/Recognitions received by faculty and students:
Nil

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

23. Seminars/Conferences/Workshops organized & the source of funding.

24. Students profile programme/course wise:

Name of the Course/Programme	Applications received	Selected	Enrolled		Pass Percentage
			*M	*F	

(refer question no.4)					
Nil					

*M = Male, *F=Female

25. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Nil			

26. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.:

NET - NIL

Civil Services - NIL

27. Student progression

Student progression	Against % enrolled
UG to PG	NIL
PG to M.Phil.	-
PG to Ph.D.	-
Ph.D. to Post-Doctoral	-
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	-
Entrepreneurship/Self-employment	-

28. Details of Infrastructural facilities.

- e) Library : **Books available in Department Library.**
- f) Internet facilities for staff and students : **Campus Wi-Fi**
- g) Class rooms with ICT facility : **Nil**
- h) Laboratories : **Nil**

29. Number of students receiving financial assistance from college, university, government or other agencies: **Government Scholarships to many students**

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

31. Teaching methods adopted to improve student learning:

Seminar Group Discussion etc.

32. Participation in Institutional Social Responsibility (ISR) and Extension activities: **Nil**

33. SWOC analysis of the department and Future plans: **Nil**

EVALUATIVE REPORT OF THE DEPARTMENTS

1. Name of the department : Science & Maths
2. Year of Establishment : 2007
3. Names of Programmes / Courses offered (B.Ed), Name of Interdisciplinary courses and the departments/units involved : **Nil**
4. Annual/Semester/Choice based system (Programme wise) :

UG : Annual

5. Participation of the department in the courses offered by other departments : **Nil**
6. Courses in collaboration with other universities, industries, foreign institutions, etc. **Nil**

Name	Quali.	Desig.	Special.	No of Years of Experience	No of Ph.D. Student guided for the last 4 years

Dr.Bijendra Singh	M.Sc,M.Ed,Ph.D.(Edu)	Principal	SCINCE&BIO.	14 years	--
Hem Kumar	M.Sc,M.Ed	Lecturer	Maths	-	-

7. Details of courses/programmes discontinued (in any) with reasons : **Nil**

8. Number of teaching posts.

	Sanctioned	Filled
Principal	--	--
Vice Principal	--	--
Lecturer	2	2

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

10. List of senior visiting faculty: **Nil**

Percentage of lectures delivered and practical classes handled (Programme wise) by temporary faculty : Nil
Student – Teacher Ratio (Programme wise): UG – 50:1,
Number of academic support staff (technical) and administrative staff; sanctioned and filled: Nil

9. Qualifications to teaching faculty with D.Sc./ D.Litt. / Ph.D. / M.Phil. / PG. :

Ph.D. : **01**

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

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

12. Research Centre/Facility recognized by the University: **Research Centre: Nil**

13. Publication:

❖ a) Publication per faculty : kindly See Annexure A

❖ Number of papers published in peer reviewed journals (National/ International) by faculty and students:

NIL

- ❖ 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.) : NIL

14. Area of consultancy and income generated : **Nil**
15. Faculty as members in
- e) National committees b) International committees c) Editorial Boards:
NIL
16. **Student projects (Ph.D. Scholar) : Nil**
- i) Percentages of students who have done in-house projects including inter department / programme: **Nil**
 - j) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / industry/ other agencies: **Nil**
17. Awards/Recognitions received by faculty and students: **NIL**
18. List of eminent academicians and scientists/visitors to the department: **Nil**
19. Seminars/Conferences/Workshops organized & the source of funding.
- i) National : NIL
 - j) International : **Nil**
20. Students profile programme/course wise:

Name of the Course/Programme (refer question no.4)	Applications received	Selected	Enrolled		Pass Percentage
			*M	*F	
Nil					

*M = Male, *F=Female

21. Diversity of Students

Name of the Course	% of students from the	% of students from other	% of students

	same state	States	from abroad
Nil			

22. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.:

NET - **NIL**

Civil Services - **NIL** Student

progression

Student progression	Against % enrolled
UG to PG	NIL
PG to M.Phil.	NIL
PG to Ph.D.	NIL
Ph.D. to Post-Doctoral	NIL
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	NIL
Entrepreneurship/Self-employment	NIL

23. Details of Infrastructural facilities.

q) Library : **Books available in Department Library.**

r) Internet facilities for staff and students :

Wi-fi campus

s) Class rooms with ICT facility :

ONE

t) Laboratories : **Nil**

24. Number of students receiving financial assistance from college, university, government or other agencies:

several students receive govt. scholarships

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

26. Teaching methods adopted to improve student learning:

Seminars, Group-Discussion, etc.

27. Participation in Institutional Social Responsibility (ISR) and Extension activities: **Nil**
28. SWOC analysis of the department and Future plans: **Nil**

Post-accreditation Initiatives

The report, in the foregoing pages, contains the initiatives taken and efforts made in the direction of development of the college since 2007. As the report reveals, we have come a long way. We are committed to continuous progress and development as an academic institution. In the post accreditation phases the future plans of the college regarding Academics and Infrastructure are:

- **ACADEMIC** :
- To upgrade the UG level to PG Level
- To negotiate with industry for industry funded and socially useful research in Social Sciences as well as Humanities

INFRASTRUCTURE

- Construction of overhead water tank of the capacity of 10000 liters
- Installation of Solar electricity panels
- Construction of an auditorium with seating capacity of 300
- Construction of reading room with 50 seats
- Construction of a modern and fully equipped Conference/ Seminar/ Presentation Room with seating capacity of 150 persons.
- Construction of an Administrative Hall
- Construction of washrooms/toilets attached to each department
- Construction of new and spacious store room
- Construction of a separate wing for the Students' Union
- Construction of a new Entrance Gate of the college
- Construction of proper staff Car Parking

Annexures

The following documents have been mentioned in the report. These are ready with the institution. A scanned copy of each is being sent to NAAC along with the Hard Copies. Original shall be made available for inspection on the visit of the NAAC team. Detailed reference no.s of the same have been mentioned in the Self-Study Report, wherever required.

- 1 NCTE AFFI.Certiface
- 2 Uni.Affi. Certification
- 3 Map of the College and other asset records.
- 4 Govt. Noc. Certification
- 5

We shall also very gladly furnish whatever documentary evidence related to our institute's properties, our claims made in the report, and as considered necessary for inspection of our performance, when demanded by the NAAC team.

उत्तर क्षेत्रीय समिति
राष्ट्रीय अध्यापक शिक्षा परिषद्
(भारत सरकार का एक विधिक संस्थान)



Northern Regional Committee
National Council for Teacher Education
(A Statutory Body of the Government of India)

F. No./NRC/NCTE/RJ-Common Orders/2015/ 115404-25

Date: 19 JUN 2015

ORDER

WHEREAS, in exercise of the powers conferred by Sub-section (2) of Section 32 of the National Council for Teacher Education Act, 1993 (73 of 1993) and in supersession of the National Council for Teacher Education (Recognition Norms and Procedure) Regulations, 2009, the National Council for Teacher Education has notified the Regulations, 2014 on 01.12.2014.

2. AND, WHEREAS, the recognition has been granted to the institutions mentioned in para 5 below for the course mentioned against their name.

3. AND, WHEREAS, the said institutions by affidavit have consented to come under New Regulations and have sought for the number of units in B.Ed./B.P.Ed./M.Ed. as mentioned in para 5 below against their name, which may require additional facilities.

4. AND, WHEREAS, it has been decided to permit the institution to have the desired number of units subject to fulfilling the following conditions:-

- The institution shall create additional facilities that include (a) additional built-up-area, (b) additional infrastructure, (c) additional funds, (d) adhere to staff norms as per Regulations, 2014 and inform Regional Committees with required documents by October 31, 2015.
- The applicant Institution for additional unit will be required to submit the required documents, such as, land documents, Non Encumbrance Certificate (EC), Change of Land Use Certificate (CLU) and Building Plan (BP) in the specified proforma available on the website of the Regional Committee in proof of having provided the additional facilities before October 31, 2015. Building completion Certificate (BCC) may be given along with other documents if available, otherwise it can be given to the Visiting Team at the time of inspection.
- The Regional Committee shall arrange for verification of documents, inspection of the premises and check adherence to these conditions by 20 February, 2016. If it is found by the Regional Committee that the institution has failed to comply with these requirements, the institution shall not be permitted to admit students for the academic year 2016-2017.
- In case any existing institution's matter is sub-judice under court direction/SCN under section 17 of the NCTE Act/ Complaint etc., the institution shall be required to submit a copy of the Hon'ble Court order/reply to SCN/complaint already submitted alongwith documents, if any, together with the documents referred above. In case the institution's request for shifting of premises is pending, such institution shall be required to submit the requisite documents as per provisions of the NCTE Regulations, 2014 with a copy of the order/NOC of the affiliating body/State Govt. and such other documents as indicated in the revised format recognition order. This order shall be subject to the directions given by the Hon'ble Court in the Writ Petition/case and in respect of Section 17/complaint cases etc. as decided by the Northern Regional Committee.

5. Now, therefore, in light of the above, the Northern Regional Committee, NCTE hereby issues the revised Recognition Order to the following institutions for conducting the under-mentioned programme/intake of two years duration from the academic session 2015-2016 subject to fulfillment of the conditions before 31.10.2015 mentioned in para 4 above:-

Sl. No	File No.	Name and address of the institution	Approved programme / intake	Recognition order No / date	Desired number of units of approved intake	Sanctioned Intake	Name of the affiliating body
1.	RJ-1407	Smt. Parmeshwari Devi Dhanraj Khaitan Mahila B.Ed. College, Railway Station Road, Ramgarh Shekhawati, Rajasthan.	B.Ed. / 100	F.NRC/NCTE/RJ-1407/2008/63533 dt. 26.09.2008	Two	100	University of Rajasthan, J.L.N. Marg, Distt. Jaipur, Rajasthan.

कार्यालय : चौथी मंजिल, जीवन निधि-II, एल.आई.सी. बिल्डिंग, अम्बेडकर सर्किल, भवानी सिंह मार्ग, जयपुर-302 005 (राजस्थान)
कार्यालय : उत्तर प्रदेश, उत्तरांचल, दिल्ली, हरियाणा, पंजाब, चण्डीगढ़, हिमाचल प्रदेश, राजस्थान
Phone No 0141-2744288, 2744635, Fax: 0141-2744173

Office : 4th Floor, Jeevan Nidhi-II, LIC Building, Ambedkar Circle, Bhawani Singh Marg, Jaipur -302 005 (Rajasthan)
Jurisdiction : U.P., Ultranchal, Delhi, Haryana, Punjab, Chandigarh, H.P., Rajasthan
E-mail : nrc@ncte-india.org, Website : www.ncte-india.org

Sl. No	File No.	Name and address of the institution	Approved programme / intake	Recognition order No / date	Desired number of units of approved intake	Sanctioned Intake	Name of the affiliating body
2.	RJ-377	B.R. Kabra Kuchaman Mahila Shikshak Prashikshan Mahavidyalaya, Kuchaman City, Nagaur, Rajasthan.	B.Ed. / 100	F.NRC/NCTE/F-3/RJ-377/10298-10307 dt. 26.09.2005	Two	100	M.D.S. University, Distt. Ajmer, Rajasthan.
3.	RJ-1448	Om Shiv Mahila T.T. College, Dausa Kasba, Jaipur Road, Distt. Dausa, Rajasthan.	B.Ed. / 200	F.NRC/NCTE/RJ-1448/2008/60630 dt. 04.09.2008	Four	200	University of Rajasthan, J.L.N. Marg, Distt. Jaipur, Rajasthan.
4.	RJ-914	Baba Narayan Das Teachers Training College, Jaipur Road, Virat Nagar, Distt. Jaipur-303102, Rajasthan.	B.Ed. / 100	F.NRC/NCTE/RJ-914/2008/63519 dt. 26.09.2008	Two	100	University of Rajasthan, J.L.N. Marg, Distt. Jaipur, Rajasthan.
5.	RJ-535	Sugni Devi Shikshak Prashikshan Mahila Mahavidyalaya, In Front of Lal Digg, Alwar, Rajasthan.	B.Ed. / 100	F.NRC/NCTE/F-7 dt. 13.08.2006	Two	100	University of Rajasthan, J.L.N. Marg, Distt. Jaipur, Rajasthan.
6.	RJ-1540	Prince Shikshak Prashikshan Mahavidyalaya, Palwas Road, Distt. Sikar, Rajasthan.	B.Ed. / 100	F.NRC/NCTE/RJ-1540/2008/63868 dt. 29.09.2008	Two	100	University of Rajasthan, J.L.N. Marg, Distt. Jaipur, Rajasthan.
7.	RJ-1010	Rao B.Ed. College, Kothi Narayanpur, Rajgarh, Distt. Alwar, Rajasthan.	B.Ed. / 100	F.NRC/NCTE/F-3/RJ-1010/25019 dt. 18.08.2007	Two	100	University of Rajasthan, J.L.N. Marg, Distt. Jaipur, Rajasthan.
8.	RJ-232	Lucky Institute of Professional Studies, E.S.I. Hospital Road, Sector "A", Kamla Nehru Nagar, Ext.-1, Jodhpur, Rajasthan-342009.	B.Ed. / 100	F.NRC/NCTE/F-3/RJ-232/2003/1963 dt. 26.06.2003	Two	100	Jai Narayan Vyas University, Distt. Jodhpur, Rajasthan.
9.	RJ-672	Bharti Vidyapeeth Teachers Training College, Gopalpura Phagi, Jaipur-303006, Rajasthan.	B.Ed. / 100	F.NRC/NCTE/F-7/RJ-672/4184 dt. 07.08.2006	Two	100	University of Rajasthan, J.L.N. Marg, Distt. Jaipur, Rajasthan.
10.	RJ-986	Ganpati T.T. College, VPO-Khetfoli, Tehsil-Chomu, Distt. Jaipur, Rajasthan-303803.	B.Ed. / 100	F.NRC/NCTE/F-7/RJ-986/2008/72280 dt. 26.03.2008	Two	100	University of Rajasthan, J.L.N. Marg, Distt. Jaipur, Rajasthan.



Sl. No	File No.	Name and address of the institution	Approved programme / intake	Recognition order No / date	Desired number of units of approved intake	Sanctioned Intake	Name of the affiliating body
11.	RJ-1947	Chhatra Pati Shivaji B.Ed. College, Dehra Kanpura, Vaya Samod, Chomu, Distt. Jaipur, Rajasthan.	B.Ed. / 100	F.NRC/NCTE/RJ-1947/2008/60887 dt. 04.09.2008	Two	100	University of Rajasthan, J.L.N. Marg, Distt. Jaipur, Rajasthan.
12.	RJ-1528	Astha College of Education, Kanwarpura, Kotputli, Jaipur-303108, Rajasthan.	B.Ed. / 100	F.NRC/NCTE/RJ-1528/2008/59755 dt. 02.09.2008	Two	100	University of Rajasthan, J.L.N. Marg, Distt. Jaipur, Rajasthan.
13.	RJ-552	Ramanand Vidya Mandir Women Teacher Training College, Thanagazi, Distt. Alwar, Rajasthan.	B.Ed. / 100	F.NRC/NCTE/F-7/RJ-552/2007/25170-76 dt. 19.08.2007	Two	100	University of Rajasthan, J.L.N. Marg, Distt. Jaipur, Rajasthan.
14.	RJ-1331	Siddharth Teacher's Training College, VPO-Kotkhawda, Tehsil-Chaksu, Distt. Jaipur, Rajasthan.	B.Ed. (Shiksha Shastr) / 200	F.NRC/NCTE/F-7/RJ-1331/2008/48955-61 dt. 13.05.2008	Four	200	Jagadguru Ramanandacharya Sanskrit University, Bhankrota, Distt. Jaipur, Rajasthan.

6. This revised order will be treated as cancelled in respect of those cases where recognition of the institution has been withdrawn by NRC, NCTE.

7. Further, the recognition is subject to fulfillment of all such other requirements as may be prescribed by other regulatory bodies like UGC, affiliating University/ Body, State Government etc. as applicable. The affiliating body (University/State Govt.) shall also be required to verify the authenticity of the land & building documents as well as appointment of requisite teaching & non-teaching staff as per provisions of the NCTE Regulations, 2014 by the concerned institution before grant of affiliation to an institution.

8. The institution shall submit to the Regional Committee a Self-Appraisal Report at the end of each academic year along with statement of annual accounts duly audited by a Chartered Accountant.

9. The institution shall maintain & update its website as per provisions of NCTE Regulations and always display the following mandatory disclosure:-

- Sanctioned programme(s) along with annual intake in the institution.
- Names of the faculty and staff in full as mentioned in school certificate along with their qualifications, scale of pay and photograph.
- Names of faculty members who left or joined during the last quarter.
- Names of students admitted during the current session along with qualification, Percentage of marks in the qualifying examination and in the entrance test, if any, date of admission, etc.
- Fee charged from students.
- Available infrastructural facilities.
- Facilities added during the last quarter.
- Number of books in the library, journals subscribed to and additions, if any, in the last quarter.
- The affidavit with enclosures submitted along with application.
- The institution shall be free to post and additional information, if it so desires.

दूरभाष : 0144-2730321
E-Mail: matsyauniv.alwar@gmail.com

राज ऋषि भर्तृहरि मत्स्य विश्वविद्यालय, अलवर

:: अस्थाई कार्यालय ::
(महिला छात्रावास भवन, बाबूशोभाराम राजकीय कला महाविद्यालय परिसर, अलवर)

क्रमांक : रात्रमनवि/अल/ अका-11/2015/ 905

दिनांक : 11/08/15

कार्यालय आदेश

निम्नलिखित बी.एड. महाविद्यालयों को उनसे प्राप्त दस्तावेजों के आधार पर यह विश्वविद्यालय आपको सत्र 2015-16 के लिए राजस्थान सरकार उच्च शिक्षा विभाग के पत्रांक एफ-31 (1)EDU-4/2015 दिनांक 23.07.2015 के परिपेक्ष्य में इस शर्त के साथ प्रोविजनल संबद्धता प्रदान करता है कि भविष्य में इस विश्वविद्यालय द्वारा आपके महाविद्यालय का संबद्धता हेतु भौतिक सत्यापन करवाने पर, यदि आपके द्वारा प्रस्तुत दस्तावेजों में और विश्वविद्यालय द्वारा नियुक्त निरीक्षकों से प्राप्त भौतिक सत्यापन की रिपोर्ट में यदि कोई अंतर आता है/पाया जाता है अथवा दस्तावेज गलत पाये जाते हैं अथवा आपके द्वारा तथ्य छुपाने पाये जाते हैं तो आपकी प्रोविजनल संबद्धता स्वतः ही समाप्त समझी जावेगी, जिसके लिए आप स्वयं जिम्मेदार होंगे। आपको यह भी निर्देशित किया जाता है कि आप अपने महाविद्यालय को NCTE द्वारा आवंटित/स्वीकृत सीटों से अधिक विद्यार्थियों को प्रवेश नहीं देंगे। ऐसा होना पाये जाने पर आपके महाविद्यालय की संबद्धता निरस्त कर दी जावेगी।

SEATS APPROVED BY NCTE

SR. NO.	Name of Colleges	INTAKE(Units)	SEATS	REMARK
1	Agrasen Mahila Shikshan Prashikshan Sansthan, Kathumar Road, Kherli, Alwar	02	100	
2	Anand T.T. College, Karana, Teh.- Bansur, Alwar.	02	100	
3	B.R. T.T. College, Siryani, Near Shahyapur, NH-8, Teh.- Behror, Alwar.	02	100	
4	Baba Bhagwan Das T.T. College, VPO Jatbehror, (Mundawar) Distt.- Alwar.	02	100	
5	Bal Bharti T.T. College, Gandhi Nagar, Scheme No. 8, Alwar.	02	100	
6	Birbal Memorial T.T. College, Narayanpur Road Bansur, Distt. Alwar.	02	100	
7	Chandra Prabha Dig. Jain Mahila T.T. College, Bagichee Ke Piche, Dehra Road, Tijara, Alwar.	02	100	
8	Dholaplash B.Ed. college, Near Sohanpur Bus Stand, Vill. Dholaplash, Alwar.	02	100	
9	Dr. Radha Krishana T.T. College, Basni, Teh.- Mundawar, Alwar.	02	100	

10	Durga Devi T.T. College, State Highway 25 Bye Pass, Malakhera, Alwar.	02	100	
11	Gargi Shikshak Prashikshan Mahavidhyalaya, Kund Road, VPO- Budhawl, Teh.- Behror, Alwar.	02	100	
12	Global T.T. College, Shah Satnam, Kund Road, Behror, Distt.- Alwar.	02	100	
13	Guardian Institute of Education & Technology, VPO- Kayasa, Teh.- Behror, Alwar.	02	100	
14	Harsh T.T. College, Govindgarh. Nirmal Market, Sikri Road, Rambas, Govindgarh, Alwar.	02	100	
15	Karm Vidhya Mandir Shikshan Sansthan, Near 132 KV Grid Station, Shyopur Choraha, Mundawar, Alwar.	02	100	
16	Lord Krishana College of Education, Govt. Hospital Road, Hamidpur, Teh.- Behror, Alwar.	02	100	
17	Lord's International College for T.T. College, Alwar Tizara, Delhi Highway, Chikani, Alwar.	02	100	
18	Maharaja College of Education, Bhagwari Kalan, V/P Jakhrana, Teh.- Behror, Alwar.	02	100	
19	Modern Mahila T.T. College, South West Block, Near Ram Mandir, Alwar.	02	100	
20	National T.T. College for girls, Vijay Nagar, Vijay mandir Road, Alwar.	02	100	
21	Neelam T.T. College, Vill.- Momanpur (Talwar), Jaguwas, Teh.- Behror, Alwar.	02	100	
22	R.G.Mishra B.Ed. College, Karaul Bag Ka Chauraha, Mundiya Khera Road, Near Rathi Bas, Chikani, Alwar.	02	100	
23	Rajasthan College of Education, Narnaul Behror Road Jakhrana, VPO- Jakhrana, Teh.- Behror, Alwar.	02	100	
24	Rao B.Ed. College, Kothi Narayanpur, Rajgarh, Alwar.	02	100	
25	Rao Umrao Singh T.T. College, Narnaul Road, Vill. Nareda Kalan, Post Khatan Khera, Teh.-Behror, Alwar.	02	100	
26	Sampat T.T. College, 132 KV, Harsora Road, Bansur, Alwar.	02	100	
27	Sanskar Bharti T.T. College, Sihali Khurd, Sihalikala, Teh. Mundawar, Alwar.	02	100	
28	Sarswati T.T. College, Vill- Dhundhariya, Post- Peepli, Teh. Behror, Alwar.	02	100	
29	Shanti Niketan T.T. College (Shikshak Prashikshan, Mahavidyalaya) Milakpur, Post- Manchal, Teh. Behror, Alwar.	02	100	

51	Baba Khetanath Mahila T.T. College, Vill. Bhitara, Post. Ribali, Behror, Distt.- Alwar.	02	100	
52	Baba Shri Narayandas Shikshak Prashikshan Mahila Mahavidhyalaya, Near SBI Bank , Behror, Alwar.	02	100	
53	Children's Academy B.Ed. College, Delhi Road, Near bakhtal, Alwar.	02	100	
54	CRS T.T. College, VPO Maharajawas, Teh.- Behror, Alwar.	02	100	
55	Karmbhoomi T.T. College, vill. Gunti, Teh.- Behror, Alwar.	02	100	
56	L.B.S. T.T. College, Doomroli, Teh.- Behror, Alwar.	02	100	
57	Poddar Shikshan Sansthan, VPO-Lili, Teh.- Laxmangarh, Alwar.	02	100	
58	Rajasthan Shikshak Prashikshan Mahavidhyalaya, Ramgarh Delhi Marg, Near Toll Tax, Bahala, Alwar.	02	100	
59	Ramanand Vidhya Mandir, Mahila T.T. Mahavidhyalaya, Thanagazi, Alwar.	02	100	
60	Ramanujan College of Education, Shri Krishan Nagar, Neemrana, Teh.- Behror, Alwar.	02	100	
61	Sanskar College of Education, Parisal Road, Lodhari, Teh.&Distt. Alwar.	02	100	
62	Seth Prahlad Institute of Education, Vill.&Po.- Sodawas, Teh. Mundawar, Alwar.	02	100	
63	Shri Vaidehi Devi Mahila T.T. College, VPO-Tasing, Behror, Alwar.	02	100	
64	Sugani Devi Mahila Shikshak Prashikshan Mahavidyalaya, In Front of Railway Crossing, Roop Bas, Alwar.	02	100	
65	Karam Manovikas Sansthan, B-Block, Budh Vihar, Alwar.	-	30	RCI द्वारा स्वीकृत

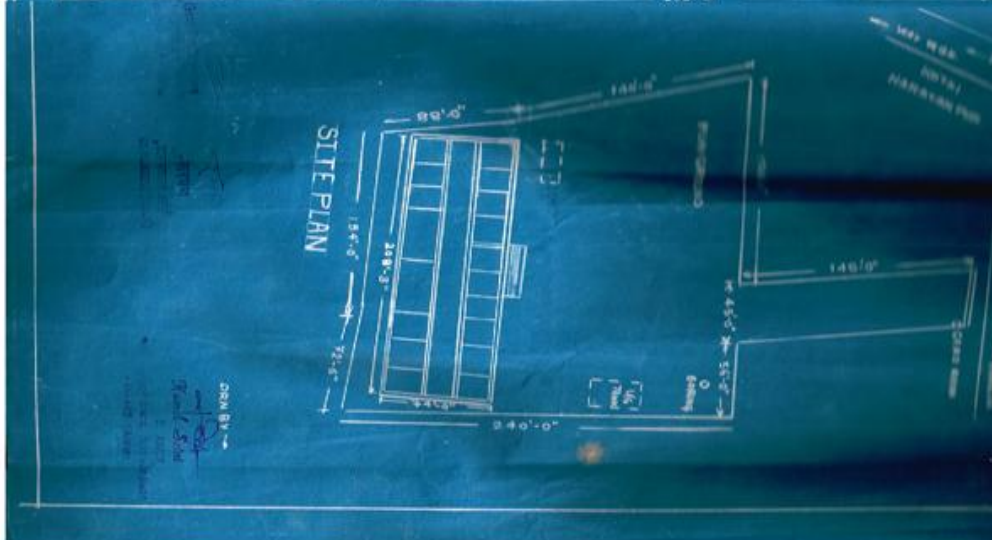
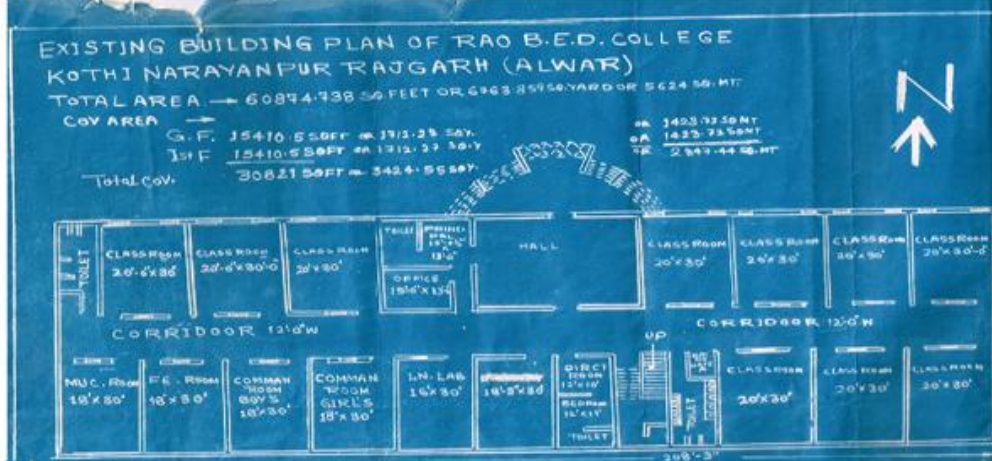
(जीतेन्द्र सिंह नरुका)
कुल-सचिव

दिनांक : 11-08-15

क्रमांक : रात्रभमवि/अल/ अका.2/2015/ 906-910

प्रतिलिपि :-

1. आयुक्त महोदय, आयुक्तालय कॉलेज शिक्षा
2. क्षेत्रीय निदेशक, NCTE उत्तर क्षेत्रीय कमेटी जयपुर
3. समन्वयक, PTET, महर्षि दयानन्द सरस्वती विश्वविद्यालय अजमेर
4. प्रधानाचार्य, सम्बन्धित महाविद्यालय
5. प्रभासी I.T., राज ऋषि भर्तृहरि मत्स्य विश्वविद्यालय अलवर
6. रक्षित पत्रायली



Government of Rajasthan
Department of Higher Education

F. 31(1) Edu-4/2015

Date: 23 July 2015

In continuation to letter No. F 10(3) Edu-1/4/2008/Part dated 25th June 2015 of Education (Gr-4) Department, Government of Rajasthan, extension of NOC to existing institutions, which have received recognition from NCTE for running teacher-training courses (B.Ed./M.Ed./Shiksha Shastri/Shiksha Acharya/B.P.Ed.) under the NCTE (Recognition Norms & Procedure) Regulation, 2014, for session 2015-16, is hereby granted limited to the number of seats approved by the State govt. for 2014-15 or by NCTE for 2015-16, whichever is less.

s/d

Dr. Renu Bapna

Joint Secretary, Higher Education

Copy for necessary action-

1. SA, Hon'ble Minister for Higher Education
2. PS, Principal Secretary, Higher and Technical Education
3. Commissioner, College Education, Shiksha Sankul, Jaipur
4. Regional Director, NCTE, Jeevan Nidhi -II, LIC Building, Ambedkar Circle, Jaipur 302005
5. Registrar, University of Rajasthan, Jaipur
6. Registrar, Jai Narain Vyas University, Jodhpur
7. Registrar, Mohan Lal Sukhadia University, Udaipur
8. Registrar, M.D.S. University, Ajmer
9. Registrar, Kota University, Kota
10. Registrar, Maharaja Ganga Singh University, Bikaner
11. Registrar, Jagatguru Ramanandacharya Rajasthan Sanskrit University, Jaipur
12. Registrar, Pt. Deendayal Upadhyay Shekhawati University, Sikar
13. Registrar, Ra Rishi Bhartrihari Matsya University, Alwar
14. Registrar, Maharaja Surajmal Brij University, Bharatpur
15. Registrar, Vardhman Mahaveer Open University, Kota
16. Director, Secondary Education, Bikaner
17. Coordinator, PTET, M.D.S. University, Ajmer
18. Coordinator, PSST, Jagatguru Ramanandacharya Rajasthan Sanskrit University, Jaipur
19. Coordinator, MPET, University of Rajasthan, Jaipur
20. Principal, Govt. Physical Education College, Jodhpur
21. Project Officer, NIC, Secretariat, Jaipur
22. Website Incharge, College Education, Shiksha Sankul, Jaipur

s/d

Dr. Renu Bapna

Joint Secretary, Higher Education

क्रमांक: एच 4 (1) ए. ए. 4/2015/37

अध्यक्ष शिक्शा समिति, अलग शिक्षा, राज. विभाग - 2पदा, जे. ए. ए. 4/2015/37

संपन्नता के लिए

दि 23.7.15

दिनांक 23/7/15

सयुक्त निदेशक (निजी संस्थान),
आयुक्तकर्म्य कॉलेज शिक्षा
राजस्थान, जयपुर

