

Criterion I - Curricular Aspects

Adhering to the vision and mission in letter and spirit has helped the institution to carve a niche for itself. The vision and mission of the college are intricately woven in all its pursuits; be it academic excellence or holistic development of students or contribution to women's empowerment and social justice.

CURRICULUM PLANNING AND IMPLEMENTATION

Vision and Mission of the Institution

Vision:

- To extend the outreach of women's education.
- To enlighten young minds by instilling a deep and lasting respect for the world of mind, steadfastness of values and commitment to social concerns.
- To empower through capacity building and by cultivating abilities to exercise informed choices.

Mission:

- To disseminate knowledge and to inculcate critical and analytical thinking.
- To create an understanding of the complexity of human history and culture be en social, political, aesthetic and scientific issues.
- To develop life skills for self-reliance.
- To create an enabling environment for participation of women in the public domain.
- To create work ethos of accountability and transparency.

The Vision and Mission of the college are stated in the Prospectus and Website. Copy of the prospectus is made available to every student, teacher and other stake holders of the college.

- It is a ritual of the college to organize an orientation programme for the new entrants in July every year. The purpose of this is to communicate the institution's traditions and values.
- Similarly, 'Chronicles of Kanoria' published every year seeks to communicate through its reports the activities round the year reflecting what the college upholds and stands for.
- The college activity calendar, numerous interest clubs and growth opportunities communicate the vision and mission to the students, teachers and other stakeholders.
- The college has developed work ethos and culture to fulfill its mission. Teachers, students and staff all contribute towards this goal.

1.1 Action plan for Curriculum Implementation

- Time management and good delivery are at the core of pedagogy and effective implementation of curriculum.

- Preparation of time-table and distribution of syllabus is done before the summer break to provide sufficient time to the teachers to upgrade their knowledge, skills, teaching methodology and lesson plans for the coming academic session.
- Term-wise division of the syllabus is submitted at the beginning of the session and is monitored by the HOD or course co-ordinators and reviewed by the Dean Academics at the end of every term. Copies of all the submissions are properly filled by HOD and Dean Academics.
- All HODs' submit a report on the progress of the syllabi and student-teacher ratio to the Dean.
- Allocation of instructional time period is rationalized and synchronized with the courses.
- Attendance registers are maintained by every teacher and after the completion of every term the attendance of all the students is reviewed and communicated to their parents/guardians. These measures are taken to ensure and evaluate the efficacy of the system.

Support for Upgrading Teaching Skills

A. Support from the Institution

- The college has continuously upgraded the infrastructure keeping in mind the growing strength of students and the demands of ICT. New lecture rooms and labs have been added recently. Three classrooms/lecture theaters have been converted into smart class rooms fitted with a projector, visualizer, interactive panel, writing pad and electronic board.

For knowledge and teaching skill upgradation the college takes several measures.

- Plans and organizes a week long Faculty Development Programme at the beginning of every session covering time management and communication skills to latest trends in teaching methodology. Attendance is made mandatory for all the faculty members.
- Faculty wise academic programmes are integrated in the college time-table. (For instance, faculty associations meet on Saturdays twice a month).
- Extension and guest lectures by experts are organized for both teachers and students.
- Annual National/International Seminars are organized on current topical issues.
- Academic/study/duty leave is admissible to teachers to attend/participate in seminars, workshops, refreshers etc. and doctoral/post doctoral fellowships.

B. Support from the University.

- University departments invite teachers for attending seminars and workshops as well as summer schools for updating them on the curriculum. Some workshops are also organized by the University for improving teaching methodology.
- HODs are invited for deliberations before introducing changes in syllabus.
- Expert advice is available in upcoming areas.

- Some faculty members are invited as resource persons at Refresher/Orientation programmes.

Networking with Beneficiaries for Effective Operationalisation of Curriculum

In addition to the consistent and continuous efforts and initiatives taken by the college for effective operationalisation of the curriculum, it has networked over a period of time with the following:-

- UGC for seminars, major-minor projects, books, equipments and other programmes to assist the teachers and students.
- ICSSR for holding seminars and projects on social issues.
- National and State Women's Commission for seminars.
- Department of Science and Technology for holding workshops and skill development programmes.
- Genpact and Infosys for conducting training and skill enhancement programmes for teachers and students alike.
- Forest/Tourism Department/Nature Club for conducting educational trips.
- Pollution Control Board and RIICO for projects related to environmental issues.
- Directorate of College Education for organizing NSS and Teaching Skill Development programmes.

Contribution of Faculty to Curriculum Development

The HODs of all disciplines are members of the University Faculty Committees. The following have been members of Board of Studies:-

- | | |
|--------------------------------|-------------------------|
| 1. Dr. Rashmi Chaturvedi | English |
| 2. Ms. Ranju Mehta | Philosophy |
| 3. Dr. S. Pawa (Retd.) | History |
| 4. Dr. Madhu Sethia (Retd.) | History |
| 5. Dr. Nandini Upreti (Retd.) | Political Science |
| 6. Dr. Rekha Bhatnagar (Retd.) | Drawing and Painting |
| 7. Dr. Reeta Mathur (Retd.) | Public Administration |
| 8. Dr. Tara Singhal | Sociology |
| 9. Dr. Meenakshi Arya (Retd.) | Botany |
| 10. Dr. V.P. Bakre (Retd.) | Zoology |
| 11. Dr. Narendra Kaur (Retd.) | Economics |
| 12. Dr. Sarla Sharma | Business Administration |
| 13. Ms. Jayanti Goyal | Computer Science |

Following departments have contributed in curriculum design:-

1. History - Travel and Tourism Management
2. Home Science - Clinical Nutrition and Dietetics
3. Computer - BCA

Following teachers have contributed in course preparation for organizations other than affiliating University on invitation:-

- | | | | |
|----|----------------------------|-------------------------|---|
| 1. | Dr. Varsha Sharma | (Sociology) | Vardhman Mahaveer Open University, Kota |
| 2. | Dr. Deeptima Shukla | (Political Science) | Vardhman Mahaveer Open University, Kota
Sardar Patel University of Police, Security and Criminal Justice |
| 3. | Dr. Reeta Mathur (Retd.) | (Public Administration) | Vardhman Mahaveer Open University, Kota |
| 4. | Dr. Meenakshi Arya (Retd.) | (Botany) | CBSE |
| 5. | Dr. Jyotsna Jain | (Zoology) | UNICEF |

Feedback on Curriculum and its Implementation

The college has devised a student feedback questionnaire in which specific questions related to curriculum, its relevance are asked along with suggestions for change. The Heads of the departments hold departmental meetings to discuss the present syllabus before the faculty committee meeting in the University and take the brief to the meeting. To cater to the requirements for change put forward by the students, the college faculty puts them across in the Board of Studies and Academic Council. For example, more topical changes were introduced in natural Sciences, English Literature and Philosophy, Computer Science and Business Administration to name a few.

In the delivery of course content due care is taken to ensure the objectives of curriculum namely dissemination of information through use of ICT, innovative teaching methodology and participatory method are achieved.

1.2 ACADEMIC FLEXIBILITY

To actualize the mission of the college it has endeavored not only to offer a wide range of options but has also supplemented the University curriculum with practical training programmes. It also allows interdisciplinary mobility.

- Introducing interdisciplinary options offers the student an opportunity to pursue higher education in two different facilities simultaneously.
- Each discipline develops specific skill-sets in a student but horizontal flexibility cultivates a more comprehensive understanding. As a result their possibilities of placements increase manifold.
- Despite the constraints built in the affiliation mode, the college has developed and evolved system to let the students exercise freedom in interdisciplinary options. Students of Science can offer subject combination with Social Sciences like Economics, Geography, Psychology. In Arts we have 16 subjects spread over 180 combinations.
- All diploma and certificate courses (listed) are skill enhancement and enrichment Courses. Many are open to all faculties while some are faculty and subject specific (e.g. commerce add on courses).

- The courses offered by the College are:-

Graduation

B.A.
B.A. (Honours)
B.Com
B.Sc. (Bio and Maths)
B.Sc. (Biotechnology)
B.C.A.

Professional Courses

B.B.A.
MJMC

Post Graduation

M.A. English Literature
M.A. History
M.A. Political Science
M.A. Public Administration
M.A. Sociology
M.Sc. Environmental Science
M.Com ABST
M.Com Business Administration
M.Com EAFM

Certificate Courses

Functional English
हिन्दी भाषा कौशल
Clinical Nutrition and Dietetics
Culture and Tourism
Organic Farming
Certificate in Accounting Technicians
Tally Accounting
Office Management

Diploma Course

Music and Dance

- The college is also recognized as a study centre for Vardhman Mahaveer Open University. Students can opt for all the courses offered by Mahaveer Open University while pursuing their graduation.
- In collaboration with Tata Institute of Social Science the college is introducing skill enhancement certificate courses namely –
 - ❖ Print and TV journalism
 - ❖ News Reading / Anchoring
 - ❖ Animation Art
 - ❖ Graphic Design
 - ❖ Digital Marketing
 - ❖ Event Management
 - ❖ Tour Operations
 - ❖ Destination Marketing

Self Financed Courses

- After July 2011, the college has ceased to be a grant-in-aid institution. Hence, all the courses are run on the revenue generated through fee collection. However, for faculty appointment UGC norms are followed.

Skill Development Programmes

Along with all diploma and certificate courses listed above the college also designs short-term employability and skill development programmes.

1. Workshops and trainings in Personality Development, Analytical Skills and Language Improvement.
2. Workshop in entrepreneurship for B.Sc., B.Sc. Biotechnology, B.Com and B.B.A. students.
3. Animation and graphic design workshops.
4. Workshops on different kinds of musical forms and dance.
5. Training sessions in group discussion and mock interviews.
6. Workshops on Public Speaking and Anchoring.

1.3 CURRICULUM ENRICHMENT

The objective of the institution go beyond preparing students for a degree. The aim is to disseminate information, to develop analytical ability and life skills for self-reliance and to constantly engage with social, political, aesthetic and scientific issues. To achieve the above, the college :

- Encourages students to offer project work in subjects like Sociology, Environmental Science, BBA, B.Sc. Bio-Technology and others.
- Provides exposure through field trips and educational trips to the students of History, Geography Botany, Drawing and Painting, Environmental Science, Zoology, BBA and M.Com etc.
- Organizes extension lectures by experts.
- The college tries to arrange internships for students of MJMC, BBA, Bio-technology etc.
- Organizes visits to Police Thana, Vidhansabha, Prisons, Leprosy Homes, Balika Sadan, Shishu Grahasthans etc.
- Conducts workshops in Tally Accounting, Music, Drawing and Painting, Bio-technology, Computer Application etc.
- Facilitates employability skills and capacity building programmes.

The college has some of its Heads of the Departments on Boards of Studies as members. With their class room experience they have made crucial interventions in upgrading and enriching the syllabi. In some of the programmes where syllabus was not available the college faculty has prepared the syllabus in keeping with employability trends along with knowledge for Clinical Nutrition and Dietetics, Travel and Tourism Management and Computer Application.

Broadening of Mental Horizon to Cater to Market Needs and Sensitize to Crosscutting Issues

The college has a healthy tradition of forming clubs and associations to widen the mental horizon of the students, and to update them with recent trends and sensitize them to social and environmental issues.

Persistent efforts are made in the college to impart practical training and exposure through workshops, group discussions, theatre and role play sessions related to Gender, Social and Climate issues. For creating gender sensitivity and awareness we have held legal literacy

workshops, seminars on girl-child and her plight, campaigns on save the girl-child and signature campaign against felling the trees for infrastructure development to name a few.

Good Citizenry and Social Awareness Club – The club aims to motivate the young brigade of students to give back its due to society. Students try to make a symphony out of the chaos which is happening around the world.

The club provides social and political awareness programmes which help build character in the individual to provide an environment of a planned social and active support, bringing her close to social environment.

The activities of the club include:

- Movie shows
- Streets plays/peaceful marches/presentations/action plans
- Discussion session with social workers and activists
- Information sharing session on Indian Legal System and value education
- Case studies
- Chart, Poster Exhibitions/Competitions

Nature Club :- With the aim to sensitize students to environment and apprise them of the efforts being made by the countries world over. To protect and conserve the environment following activities are conducted by the club.

- Campaigns like 'Go Green, Go Clean' to motivate college students for plantation.
- Workshops on Nature and Wildlife Photography.
- Movie shows covering the global issue of Climate Change.
- Field visits organised for students, to make them aware of biodiversity of the region.
- "Organic Waste Composting" initiated in the college campus for proper disposal of hostel mess and canteen waste.
- In association with CMS Vatavaran Biodiversity Group, India, Nature Club of Rajasthan and State Government Forest Department a week-long programme in college.
- Inter college skit competition.

Value added courses

Courses offered to ensure holistic development and better career options such as:-

- Communication Hindi/English
- Clinical Nutrition and Dietetics
- Culture and Tourism
- Organic Farming
- Accounting Technicians
- Tally Accounting
- Portfolio Management
- Office Management
- संगीत विशारद, प्रभाकर

Programmes/Training/Coaching in:-

- Voice and accent
- Entrepreneurial skills
- Animation
- Tally Accounting
- CPT and CS Entrance
- Entry into services

Community Orientation

- Literacy programmes in Basti
- Blood donation camps
- A functional centre in Jawahar Nagar Kacchi Basti to create awareness about health, hygiene and government social schemes and to impart computer literacy.
- NSS Camps and NCC Activities.
- Participation in Mahila Salah Suraksha Kendra activities at Police Stations.

Monitoring and evaluation of the quality of enrichment programme is integrated in the college system. There are various clubs and associations to execute the various enrichment programmes. Measures taken to monitor and evaluate are :

- Annual Activity Plan submitted by the convenor
- Administrative team present during the activity
- Report of the activities submitted by the faculty and students separately
- Reports assessed by the Deans and the Principal.

1.4 FEED BACK SYSTEM

The college has both a formal and informal system to obtain feedback on the curriculum. At the end of the session students fill up a feedback form on quality and relevance of curriculum, teaching methodology and delivery and time allocation to the syllabus. The feedback also invites suggestions and recommendations from the students.

- It is analyzed in the presence of HOD, necessary suggestions are then communicated and adverse to the University departments by the HODs in the Board of Studies.
- For comment on teaching, delivery and methodology one-on-one talk is held with the teachers concerned by the Principal.
- After analysing the recommendations of the students and parents for new courses and considering their feasibility the following new courses have been introduced in the last four years.

List of new courses and programmes:-**Under Graduate:-**

- **Physical Education** as an academic subject at the undergraduate level was introduced in the session 2013-14. Games and sports are very popular in college and a good

number of students play various games. They have been consistently winning trophies and medals in National and State Level Tournaments. To give an academic input to what they practice the college has taken a lead to introduce this new subject.

Post Graduate:-

- **M.Com in ABST, EAFM and Business Administration** have been opened in the session 2013-14 keeping in view the growing popularity of the subjects, increasing number of students and multifold job opportunities.

Diplomas and Certificate Courses

- **Certificate in Functional English** – The objective behind the course is to enhance students basic skills in speaking and writing English and help them improve their power of expression in English.
- **Certificate in Culture and Tourism** – The purpose of this course is to generate awareness in Indian and Rajasthani culture and heritage and to give fundamental and specialized training in tourism services. It also trains the personnel in Tourism, History, Art and Culture.
- **Certificate in Organic Farming** – Organic food and farming systems are promising and innovative means of countering the challenges facing the world in the area of agriculture and food production by synthetic means and provides a better alternative to chemical farming.
- **Certificate in Clinical Nutrition and Dietetics** – The nutrition course enables to students to acquire knowledge regarding human body and various systems of body. This helps to understand relationship between nutrition and human well being. It will also help the students to learn planning an preparation of different types of diets.
- **Certificate Course in Banking and Insurance**
- **हिन्दी भाषा कौशल में प्रमाण-पत्र** – आज के व्यवहारिक युग में भाषा का ज्ञान बहुत महत्वपूर्ण भूमिका अदा करता है। जब तक हमारी सम्प्रेषण क्षमता विकसित नहीं होगी हम अपनी बात प्रभावशाली तरीके से नहीं कह पायेंगे। इसलिए भाषा का सही स्वरूप जानकर न केवल हम अपने ज्ञान में वृद्धि करते हैं, बल्कि उसका मौखिक, लिखित तथा रचनात्मक प्रयोग करना सीखकर हम किसी भी क्षेत्र में अधिकतम विकास के अवसर प्राप्त कर सकते हैं। इस कोर्स को करने के बाद भाषा पर पकड़ मजबूत होगी और अपने दैनिक जीवन एवं कार्यक्षेत्र में श्रेष्ठतम देने में समर्थ हो सकेंगे।
- **Diploma in Music and Dance** – वर्तमान समय में संगीत एवं नृत्य की तरफ युवा वर्ग का तेजी से रुझान बढ़ रहा है इसी को ध्यान में रखते हुये छात्राओं के लिये इस क्षेत्र में

रोजगार के अवसर उपलब्ध कराने हेतु गायन एवं नृत्य के डिप्लोमा कोर्स प्रारम्भ किये गये हैं।

- **Certificate in Computing**

In collaboration with Tata Institute Social Sciences (TISS) and Whistling Woods International, Mumbai

- Animation Art
- Graphic Design
- Print and T.V. Journalism
- Digital Marketing
- Event Management
- Anchoring/Newsreading/VJ-ing
- Destination Marketing
- Tour Operations

Criterion II : Teaching – Learning & Evaluation

The mission of the college is to provide greater access to education and make quality and excellence at all levels its hallmark, through a transparent policy and convenient procedure while the promise of equity is also kept.

2.1 Student Enrolment and Profile

Preparation for the admission process begins well in time. Two separate committees namely, Prospectus Committee and Admission Committee are constituted formally and they start working in the preceding session as soon as class room teaching is over. The new prospectus printed every year is readied before the admission process begins.

Student Enrolment

Category	2014-15	2013-14	2012-13
General	4327	4142	3912
ST	555	584	496
SC	456	478	374
OBC	1041	1000	774

Financial Assistance to students

Institution	2013-14	2012-13	2011-12
Kanoria PG Mahila Mahavidyalaya	82	60	33
Social Welfare Department	957	779	645
Others	4	5	-

Minimum and Maximum Percentage

Course	2014-15		2013-14		2012-13	
	Min.	Max.	Min.	Max.	Min.	Max.
B.A.	40.00	94.40	40.00	87.40	40.00	93.80
B.Com	58.00	94.60	50.00	94.00	52.81	95.20
B.Sc. (Maths)	65.00	93.20	52.00	89.20	50.00	94.60
B.Sc. (Bio)	60.00	89.40	52.00	94.40	49.00	91.20
BBA	51.00	83.60	47.00	95.20	45.20	86.00
BCA	50.00	76.00	48.00	91.80	53.60	82.20
B.Sc. (Biotech)	50.00	84.00	53.00	88.00	55.20	81.40
M.Sc. (Env. Sc.)	50.00	68.40	50.00	78.00	50.00	70.00
M.Com	50.00	71.79	48.00	82.78	-	-
M.A. (English)	60.00	94.60	54.00	75.00	50.00	76.00
M.A. (History)	48.00	70.00	48.00	72.00	46.00	70.00
M.A. (Pub. Admn.)	48.00	69.00	45.00	81.00	47.00	70.00
M.A. (Pol. Sc.)	48.00	70.00	49.00	70.00	45.00	71.00
M.A. (Sociology)	-	-	46.00	72.00	45.00	60.00
MJMC	50.00	65.67	54.00	64.00	50.00	62.00

Disseminating Information about the Institution

A) Advertisement

The college has built a reputation of having good faculty and regularity of classes. It is known for its co-curricular activities that makes campus life rich and vibrant. Over the years both parents and students have come to value these features and the college has gained much of its publicity by word of mouth. The college advertises the regular courses, highlighting the new courses, subjects and programs in regional newspapers every year. The number of students applying every year is increasing and all the new courses and programs are receiving encouraging response.

B) Website

The college website **www.kanoriacollege.in** also carries all the information about courses and activities of the college. It is a dynamic website with online admission facility to college and hostel and updated events and activities.

C) Prospectus

The college prospectus is designed with utmost care covering all important features of the institution. It contains:

- The vision and the mission statement, admission rules, courses of study, new programs, co-curricular activities, games and sports and hostel facilities, names of faculty members and non teaching staff.
- Information regarding fees and fines, students aid fund, scholarships, awards and prizes.
- College celebrations and functions and all information about various opportunities available within the premises.
- The time table of all courses along with room numbers allotted to make it convenient for students to attend their classes on the very first day. It is designed as a handy document to be easily carried in the college bag. Sale of prospectus begins with the announcement of admission dates by the University/State Govt. It also carries the admission form.

Admission Procedure

Before the admission procedure actually begins, Admission Committee, Counseling Committee are also constituted. Physical arrangements like display boards and water-facility are readied for the comfort of the parents and their wards. The institution announces admission dates similar to those of the University/ Directorate College Education and displays them on the college notice board and website, advertises in the newspapers with the date of online admission. Prospectus with the application forms to various streams are made available at the college counters and on the website. Last dates for submission are put up on the notice board installed near the entrance gate. All lists are displayed depending on the availability of seats in the particular course. Local newspapers publish the cut-off percentages time to time for admissions and open to all the students on the basis of their academic record.

A student can seek admission to the faculty for desired courses, but is admitted on the availability of seat matching her merit.

All admission forms are scrutinized by the admission committee of each faculty. Lists of the students found eligible are prepared along with the students eligible for outright admission by the committee in sets of four and after signature by the Principal are displayed on the notice board with details.

The second and third lists are displayed depending on the availability of seats in the particular course and program. Similar procedure is followed for the hostel admissions. Every day the Principal takes an update of total number of students who have deposited fees.

The lists of the students finally admitted into each subject are given to the teachers.

Ensuring Equity in Admission

The college strictly follows the admission policy laid down by the Directorate, College Education, Rajasthan. In terms of reservation and bonus marks to the students also we abide by the norms of the College Education Department.

a) **Disadvantaged Community**

Reservation for SC/ST/OBC as per the constitutional provision is 16%, 12% and 21% (except creamy layer) seats respectively for both graduate and postgraduate courses.

b) **Differently-abled students have 3% reservation and five years relaxation in maximum age limit.**

c) **1% seats are reserved for Kashmiri displaced students.**

Criteria for Outright Admission:

- Outright admission to students who represented the state/country in competition of national/international level organized by Human Resource Development Ministry or represented Rajasthan in National level sports competitions.
- Students selected by NCC to represent the country or winner of all India best cadet award in any field of NCC, in last three years.
- NSS volunteer who participated in International Youth Exchange Program or was winner at National/ State level in last three years.
- Guides who represented India in World Jamboori or was selected for any international event or awarded by the President of India in last three years.
- Winner of National Bravery Award.

Bonus Marks for Achievers in Other Fields Admission

- Sports players do not have any reserved quota but they get bonus marks (2% to 5%) for winning at state, national and inter-national level.
- Similarly college recognizes achievements of students in N.C.C., N.S.S., Scouts, Guides, extracurricular activities and gives them bonus marks (3% to 6%) as weightage at the time of admission and offers tuition fee exemption to them.

- For extra-ordinary achievements in these fields outright admission may be given on the discretion of the Principal.

Admission Policy Review

After the completion of admission process a meeting of Counseling Committee and Admission Committee of different faculties is held to review the total admission to different subjects and streams, cut-off percentages and need for new subject combination is assessed.

Some of the recommendations are :

- Introduction of new subject combinations and dropping off the not so popular ones.
- Creation of new sections.
- Adjustment in the time-table for girls coming from long distance.
- Direct admission to students above last years cut off has been raised to 70% and above in Science and 65% and above in Commerce on the recommendation of Admission/Counselling Committee.

2.2 Catering to Diverse Needs of students

The college is sensitive to the needs of differently abled and disadvantaged students and as a policy offers them opportunities and assistance to pursue their studies.

- Ramp at the entrance of the College building make the entry of student in the college easy.
- We make sure that such students are allotted easily accessible class rooms within their reach.
- During examination time also the administration takes care of their needs and makes them as comfortable as possible by changing their room or seat to suit their convenience.
- Differently-abled students have 3% reservation and five years relaxation in maximum age limit as per the rules.

Need Assessment and Counseling

Admissions to all courses and programmes are based on the performance in the previous examination. There is no formal provision for assessing the aptitude of the student. But the institution realizes the limited exposure of the student to various subjects at the college entry point and sometimes the inability of the parents to give them correct guidance.

- At the time of admission counseling facility is available for both parents as well as students to help them in selection of subjects to suit their interests and career needs.
- Through interaction with the student the Counseling Committee tries to identify her aptitude and future plans and advises accordingly.
- Within the college system there is a flexibility that if the student is unable to cope with the programme to which she is enrolled, she can change her stream and subject depending on the recommendation of the Admission Committee and the availability of seats in the department/course to which shift has been sought.

Bridging the Knowledge Gap

- College has a very well organized system of remedial classes for under graduate courses.
- Along with the regular under graduate and post graduate courses, the Add-on courses available in the College are Certificate course in Foundation of Banking, Clinical Nutrition and Dietetics, Accounting Technicians.
- To enrich the students in their subjects, faculty clubs of the College conduct multifarious activities round the year. Financial literacy program, workshop on 'Tally Computing', seminar on 'Career as a Certified Financial Planner' and industrial visits are some of the highlights of Commerce club. The Science club has conducted seminar on 'Future prospects in Science', signature campaign on 'Say No to Crackers' essay competition on 'Applications of Biotechnology', a talk on 'Career in Pharmacy', and seminars on various topics of the syllabus.

Sensitizing the Students and Staff to Inclusion and Environment Issues

- Social Science Association is a platform where staff and students discuss various issues of women in India and around the world. Lectures by eminent personalities, panel discussions, poster exhibitions, seminars, state level rallies to create awareness for gender sensitization and organization of legal literacy workshops are regular features of this cell.
- For environment awareness Nature club of the College initiated a campaign 'Grow Green, Go Green', to motivate the college students. Movies related to environmental issues were also screened to sensitize them towards environment. The club organized visits for bird watching and enable students identify the flora and fauna of Rajasthan. Environmental Science department of the college also organizes various awareness programmes.
- College has conducted Energy Audit and the recommendations of the audit team have been circulated to the staff.
- Solar energy is being used in the premises.

Facilitating Advanced Learners and Slow Learners

Through regular interaction and by encouraging participation, potential of the students is identified. Response and active involvement of the learner helps the teacher to identify the advanced/slow learners. Measures taken for them are :

- All students are constantly advised to consult reference material in the subject. Students with quick comprehension and good critical ability are recommended books of higher standard for their appetite for learning.
- Response and active involvement of the learner helps the teacher to identify the students who need extra attention in the class and outside too. Such students are advised to do assignments and submit them for assessment to the teacher.
- The Socio-economic background, the psychological make-up and peculiar circumstances of the student are constantly observed and understood by the teacher and on one-on-one basis counseling is done to use them for their development.

- Remedial classes are organized for slow learners for which the college has received funding from the UGC.
- Advanced learners are also facilitated by
 - training for interview
 - group discussion
 - career planning
 - awareness about different institutions
 - counseling for different competitive exams
- Sometimes the teachers also provide reading material available in other libraries or from their personal collection.

2.3 Teaching-Learning Process

Over a period of time the college has evolved a system of prior preparation for academic calendar and other activities.

Academic Schedule

The schedule for major academic activities and extra-curricular activities is announced in the college prospectus and website to enable the students to ready themselves for the new session. The following measures are taken for this.

- Preparation and distribution of timetable and planning of syllabus is completed before the closing of the previous session.
- In the first staff council meeting of the session the academic calendar is broadly discussed.
- Dates for submission of individual and departmental timetable and term-wise distribution of syllabus of every subject are decided.
- Teaching plan is to be submitted in a prescribed format.
- It is the duty of the departmental head to check and ensure the adherence to teaching plan and proper maintenance of attendance register. At the end of every term a report of syllabi covered is to be submitted to the Dean-Academics.
- Schedule of two term test is planned.
- A copy of comprehensive time table of all UG, PG and professional courses is displayed in the staff room and the Dean's office.
- Besides daily evaluation of the student through class response and participation, there is also a formal evaluation pattern. Test dates for syllabus covered in the first two terms are announced in advance for the benefit of students. Evaluated copies are returned to the students with marks and observations on their performance. Extra guidance and motivation is given to non-performers. Sometimes the test copies are sent home to be signed by the parents to keep them abreast of their wards' performance.
- In the science faculty, a healthy practice of maintaining day to day or weekly register of topics covered by every faculty member, establishes an internal co-ordination between various teachers sharing the syllabi.
- Internal assessment, test projects and assignments are given to the students of Semester scheme.

- In every staff meeting planning for the ensuing activity is done, an action taken report by various committees is given and a review of past activities and events is made.

IQAC

A Committee has been constituted comprising of the Principal, Vice-Principal, Dean-Academics and three senior faculty members of the Arts, Commerce and Science streams.

This committee is responsible for examining the teaching schedule, syllabus distribution, time-table and issues related to evaluation. Student feedback forms are also assessed by IQAC and its recommendations are discussed by the Principal with the concerned faculty member.

Teaching Methodology

The college, in the first place, is a multi-disciplinary college which provides an opportunity to the student to have an interdisciplinary peer interaction and exposure to courses belonging to different streams and also advantage of interacting with faculty specializing in different areas of learning. Great stress is laid on interdisciplinary skills as in the competitive global world, success comes to those who have imbibed the ethos of flexibility and adaptability with steadfastness to core values. Keeping this in mind and to help the teachers learn new tools for an interdisciplinary approach and transform the lecture methods workshops on Teaching Methodology are held every year.

Workshops in 2013-2014.

1. Teaching Dynamics by Prof. N.D. Mathur (Commerce) and Prof. Reena Mathur (Science).
2. Participatory Teaching-Learning by faculty of Directorate of College Education.
3. Participatory Teaching Methodology by senior faculty of Tata Institute of Social Sciences for 3 days from July, 2014.

Learning More Student Centric Teaching

- Teachers use innovative strategies for teaching with the active involvement of the students by holding group discussions on different topics of the syllabus.
- To prevent students from becoming passive recipients and “compulsive” consumers of data and thus ignite the teachers use charts, maps, models, overhead projector, audio-visual aids in the classroom challenging act of thinking of students.
- Well equipped laboratories, smart classrooms, LCD Projectors, OHP's are available in the college for teachers to supplement class-room teaching.
- Eminent professors and academicians from the best known universities and colleges are regularly invited to interact with the teachers and students. Their knowledge and experience provide the students with a broader perspective and a true learning edge.
- To improve communication skill and build confidence, text based seminars are also conducted.
- Different internet sites are accessed to create awareness of recent developments in various subjects.

- A combination of teacher-supervised and teacher-independent learning activities at individual and group levels in the college are integrated into the learning system so that students are optimally involved in assessment of their own progress.
- Projects, field visits, educational tours, practicals, surveys, case studies, hands-on-work based assignments in disciplines like geography, history, drawing and painting, biotechnology, zoology, botany, environmental science and in courses like travel and tourism management, journalism and mass communication have helped take teaching outside the class-room. Persistent effort is made to undertake outdoor activities to supplement class room teaching.
- Students employ a vast range of creative tools to expand their range of communicative and managerial skills.
- Field trips, educational tours, surveys to be conducted are facilitated by the college.
- Within the class room through the responses of students, the teacher identifies the latent potential of the student in academics or in any other field and accordingly facilitates in developing their talents and skills.
- Students with great academic potential are guided to read extra, refer more and consult often. They are motivated to attend seminars and conferences within and outside college.
- Another mechanism built within the structure of the time table is the co-curricular activities and club meetings slot on every Wednesday to let the student decide the field of interest and join the club. Every student has to participate at least in one club.
- Apart from this there are faculty clubs to enrich the students skill and knowledge. Faculty club activities are conducted on Saturdays to avoid clashes with the other club meetings. In the club activities teachers spot students with greater potential and help them nurture and cultivate it.
- Training and workshops by experts from outside college and mock interviews are held for students. They are also groomed to participate in competitions outside the college to build their confidence.

Exposure to Expanding Knowledge Landscape

Teachers realizing their role both as educators and also as learners in ever-growing and dynamic knowledge world, try to keep pace with the new knowledge society. Due to information technology revolution there has been a huge increase in information generated in various fields and subjects. Therefore the major challenge for the teacher is to use the technology for effective teaching.

We have smart classrooms and cyber room by which e-learning and power point presentations are made available to the students. Slide shows and film shows are also used as per requirement.

- Seminars on contemporary issues organized by the University/ local colleges/ other bodies is also a major and effective source of learning.
- The college with its reputation of having a highly qualified faculty receives invitation for national and international seminars. We encourage and motivate the teachers and students to attend them.

- In the library, list of new publications are put up on the display board and new arrival tree carries the latest publication on various subjects.
- It is mandatory for teachers to attend refresher courses designed to achieve the aforesaid goal.
- Eminent scholars visiting the city are invited to talk and share their ideas with teachers.
- Teachers also visit various sites on the Internet to become facilitators for students in the true sense.

The college has a strong belief in effective learning process both through class room teaching and through direct experience outside the class room.

Library – A Learning Resource

The Library serves as a backbone to all academic activities in the institution.

- The college library houses a vast collection of text books and reference material, journals and magazines, research reports and internet facility. Teachers and students both make extensive use of departmental journals and books and magazines to stay updated with recent developments. It is fully computerized.
- The library's collection of books is so impressive and vast that research scholars from the University are drawn to it for their reference work.
- The college library is using OPAC (Online Public Access Catalogue), the latest software, and has installed a very advanced “Alice Software”.
- Within the library there are clearly demarcated stacks allotted to different subjects.
- The science faculty has built its own subject wise departmental library, by contributing personal books and teacher’s specimen copies.
- On an average five hundred students visit the library every day and borrow books related to their subjects. The library has a rich reference section and reading room to create an atmosphere of serious reading. It also has complete volumes of encyclopedia – general and subject specific.
- A photo-copier is also available and accessible to both teachers and students.
- Smart cards issued by library are used to issue books and journals.
- A cyber room with internet facility is also at the disposal of students.

Personal and Career Counselling

The transition from school to college and into a career oriented environment can lead to stress. College offers counselling to all its students in an attempt to help the individual cope with the demands of a complex society and find their place in it. The personal Counselling Committee in the college provides counselling for better personal and social adjustment and also to encourage the individual to gain insight into her persona, narrowing the gap which exist between capabilities and aspirations.

For career guidance and counselling there is a Career and Placement Cell in college. It makes various career options available to students from different streams. The cell provides a platform for an interface between career institutes/industries/placement vendors and students. Every week career talks and training sessions on employability skills are organized in order

to groom students for their prospective careers. To register with the cell, they need to fill a form and express their career/job preferences.

Monitoring Teaching – Learning Process

- Consolidated and individual time-tables are submitted by the departments to the IQAC before commencement of the session.
- Room wise time-tables are displayed on the doors of individual rooms.
- Principals and Deans take round and monitor the classes.
- Monthly meetings are conducted by Head of the Departments.
- Monthly reports of attendance and topics covered are submitted by the faculty to departmental heads.
- Appraisal forms are submitted by all faculty members at the end of session. These are assessed by the Principal.

2.4 Teacher Quality

Recruitment Policy

Selection of teachers is made by a duly constituted Selection Board as per UGC norms. Higher start is given for NET qualified and experienced teachers. Appointments are made on ad hoc/temporary basis with a provision of contractual jobs to be offered to deserving candidates. Teachers appointed on contractual basis are entitle to PF, PL and Medical Leave.

- Atmosphere of the college is congenial and conducive to good work.
- Good care is taken to assign responsibilities according to their aptitude and skills.
- They are deputed by the college to Skill Enhancement Training Programmes.
- There is freedom and space to innovate in teaching and co-curricular activities.
- Demands of infrastructure are met.
- Staffroom ambience is harmonious and cheerful.
- Academic and study leaves are admissible.
- Excellence is appreciated.

In all the systemic synergy is so positive that it creates a sense of belonging to the college.

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.							
Ph.D.				13		19	
M.Phil.				05		06	
PG				03		06	
Temporary teachers							
Ph.D.						09	
M.Phil.							
PG						24	

Part-time teachers							
Ph.D.						07	
M.Phil.						04	
PG						18	

The college has been able to retain most of its teachers because it values their contribution and offers opportunities to them for realizing their untapped potential. It is an academically alive, socially sensitive institution and abuzz with curricular and co-curricular activities.

Coping with Faculty Crunch

- The college has a practice of forming an Academic Advisory Committee comprising of subject specialists to assess the need for introducing a new programme in an upcoming or interdisciplinary area. In these committees senior faculty members from the University, Government organizations and NOGs are invited. Advisory Committees before introducing BCA, B.Sc-Biotech, M.Sc. Environmental Science were constituted.
- In the courses where expert faculty is available new posts are created and appointments made.
- In new emerging inter disciplinary areas of study like Bio-technology, M.Sc. Environmental Science, BBA, BCA where subject specialists are not easily available syllabus is distributed amongst the college teachers with the requisite specialization.
- Guest faculty and subject experts from other organizations and bodies are also invited.

2.4.2 Staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

a) Nomination to staff development programmes

Academic Staff Development Programmes	Number of faculty Nominated
Refresher courses	02
HRD programmes	-
Orientation programmes	01
Staff training conducted by the university	02
Staff training conducted by 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 4
- ❖ Handling new curriculum 4
- ❖ Content/knowledge management -
- ❖ Selection, development and use of enrichment materials -
- ❖ Assessment 4

- ❖ Cross cutting issues 18
- ❖ Audio Visual Aids/multimedia 4
- ❖ OER's -
- ❖ Teaching learning material development, selection and use 8

c) Percentage of faculty

- invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies - 80%
- participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies - 100%
- presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies - 100%

Faculty Development Initiatives

- The management of the college has not only played a supportive role but also pro-active role in its efforts for professional growth and development of the faculty. One of the early initiatives taken by the Management was to bring the college under COHSSIP scheme of UGC and it has sustained it through various faculty development programmes and National Seminars organized in the college.
- The college sanctions academic leave to all faculty members for presenting papers or attending seminars/ workshops/ conferences and training programmes.
- It also facilitates the faculty members in availing Teacher Research Fellowship and Post-Doctoral Fellowship. Extra-ordinary half pay leave is also sanctioned depending on the merit of the case.
- Special leave is granted to teachers for conducting practical examinations in other institutions, for attending faculty meetings and Board of Studies meetings. Duty Leave is also sanctioned to teachers to attend meetings of state departments, e.g. Higher Education Department, Adult and Continuing Education, State Resource Centre, Directorate College Education, Rajasthan Board of Secondary Education, Lok Jumbish and some NGOs.
- The faculty members have actively participated in national seminars and conferences organized by the College, University of Rajasthan, UGC and other agencies. Each member has attended at least 4 National/ International Seminars in the last five years.
- In last three years three members of commerce faculty were deputed to ICICI Prudential for training and ten members to ICFAI, Jaipur, for faculty development, one member to the University of Rajasthan, Department of English, nine to Infosys BPO for training in teaching communication skills.
- In collaboration with British Council the College organized 4 faculty development workshops in the campus specially designed for women faculty.
- Study leave for Dr. Meenakshi Bharti and Dr. Anuradha Rathore have availed TRF and Dr. Anju Dhadda Mishra PDF in last few years. Dr. Deepa Kumari and Dr. Rani Singh are presently on leave for PDF. In all faculty 5 members have availed study leave in last four years.

- The college takes pride in the three recipients of Fulbright Fellowship viz; Dr. Rashmi Chaturvedi, Dr. Neerja Mishra and Ms. Jaimine Rai who were sanctioned half pay study leave.

Awards and distinctions (last five years)

- Since last two years the college has received the prize of best institution in NSS at state level prize distribution. Simultaneously two faculty members of the college, Dr. Sunita Gangwal in the year 2009 and Dr. Ekta Shrimal in the year 2010 were awarded Best NSS Programme Officer at the state level.
- Ms. Ranju Mehta, Head department of Philosophy has received India Certified Entrepreneurship Teacher of the year Award by National Federation for Teaching Entrepreneurship (NFTE) USA & I Create USA in 2004. She was again awarded Best National Teacher by NFTE USA, I Create USA and Merrill Lynch U.S.A. in 2007. And this year she has been awarded Best Global Enterprising Educator 2012. She was invited to New York for the Award Ceremony in April.
- Dr. Meenakshi Bharti's name has been included in "the dictionary in Art and Artist of India", pp. 56 (Mapin Publication 2006, Editor – Pratima Seth)
- Dr. Deepa Pandey was awarded 'Saraswati Samman' for her contribution to Sanskrit Literature.
- Dr. Deeptima Shukla was recognized for her contribution to education by राजीव गांधी सद्भावना एवं ग्रामोत्थान संस्थान, जयपुर

Assessment of Teachers

A formal system of evaluation of the teachers by the students has been started very recently as a quality assurance device.

- Feedback from the students particularly from outgoing students is revealing and more honest. It is taken on a comprehensive questionnaire seeking students feedback on scholarship, competence, presentation skills and behaviour of all the faculty members. The method followed is of random sampling. The head of the department prepares a report after a proper analysis and submits it to the IQAC with suggestions for improvement.
- At present, the college is using NAAC format for feedback from students but gradually the college will evolve its own feedback form to suit the needs of the institution.
- Outside the library there is a suggestion and complaint box which is opened once in a week and the Dean's Committee of Student Activities addresses all complaints. Actions taken are displayed on students' notice board.

2.5 Evaluation Process and Reforms

Being affiliated to the University of Rajasthan, the college does not possess a separate evaluation process. At the end of every year the University conducts 3 hour written examination for all its students. This is a promotion examination to the next class. In the beginning of the academic session teachers discuss the University question paper pattern and

evaluation system. They are informed about changes, if any, in the evaluation system. In BBA, BCA science faculty and subjects with practicals, like Home Science and Computer Application, Geography, Psychology and Drawing & Painting the ratio of theory and practicals is communicated to the students.

- a. At the first year level, teachers also discuss how to answer very short question to the point, how to attempt essay type questions, time management according to the weightage to the question, underlining and highlighting the important points. In brief, mantras to be good examinee are given to them.
- b. Term tests on University pattern are conducted by each department of the college.
- c. Internal assessment for students of Semester System – all Post Graduation and BBA students is conducted twice during the semester.
- d. Term tests are also given to the students as a measure for preparing them for final exam.

Reforms

Due to pro-active role of the college and its reputation for being academically alive institution, involvement is always sought by the University whenever it is contemplating any reform in the education process.

- In 2001 when the examination reforms committee was set up by the University Dr. Rashmi Chaturvedi, Principal of this college was appointed as the Convener. She invited suggestions on examination reforms from the teachers, discussed them in the staff meeting and informally also in smaller groups. Some of the suggestions have become a part of the examination reform report.
- Some members of the college have also been associated with the Knowledge Corporation set up by Rajasthan Government, headed by Dr. Kasturirangan to suggest reforms in the Education System.
- The University of Rajasthan has started semester system for BBA course and for all post graduate courses from this session. Semester system in post graduation was optional for colleges and this college- the only one other than the University departments- has opted for it.

Effective Implementation of the Changed Pattern

- The University circulates changes and reforms in the examination and evaluation pattern to the colleges and the teachers convey them to the students in their respective classes for their response.
- Teachers also plan and structure the term tests in accordance with the changes.
- Observations and grievances regarding the pattern of question paper and evaluation are submitted to the University from time to time.
- As per the term plan, written assignments/class-tests are taken at the end of each term for evaluation of students.

Summative Evaluation

- Summative evaluation is adopted for the practical subjects, where students have to prepare practical files and project reports and submit it to faculty before practical examinations.
- Post graduate students submit dissertation in final year for evaluation.
- BBA students get their summer training on the basis of project report submitted.
- M.Sc. students get chance to participate in the training programs in association with Government departments.

Assessing Performance of the Students

- At the end of first term, letters are sent to the parents to apprise them of the absence of their ward from the classes. Parents are asked to meet Principal/subject teacher.
- Results of term tests are communicated to the students.
- Remedial classes are planned for slow learners.
- On the basis of performance of term tests topics of remedial classes are rescheduled.
- Performance in internal assessment is discussed in classroom.
- The college also has certain programs to supplement classroom teaching.
- The itinerary of subject club is partly designed on the basis of evaluation/classroom response of students.

Grievance Redressal

- For the teacher and the Institution, performance of the students is one of the indicators of the quality of teaching, hence every teacher besides continuously improving upon her class room teaching, seriously analyses the question paper for problems or deviations that may lead to examinee's grievances. If she finds any serious problem in it, she addresses it to the Grievance Committee constituted by the University in writing through the Principal.
- The students also can express their complaint in writing and send a representation to the Grievance Committee recommended by the head/ subject teacher and forwarded by the head of the institution.
- Teachers also await the scores in their subjects. And in case they are not satisfied with poor results, they write directly to the Grievance Committee of the University to take up the matter and look into the reasons for unsatisfactory results.
- This year the University of Rajasthan has decided to disclose the evaluation by giving photocopies of answersheets.
- Sometimes persistent efforts by the college staff have yielded positive results like bonus marks being awarded or setting up of an inquiry committee to take cognizance of the issue.

2.6 Student performance and Learning Outcomes

Education confers empowerment and empowerment facilitates education. The vision and the mission statement of the college clearly states that the fundamental objective of education is to empower each person in her evolutionary growth so as to reach the highest potential which

varies from person to person and changes with time. It aims at capacity building and developing life-skills and the ability to exercise informed choices.

To assess the outcomes of academic programs, other initiatives, efforts and endeavours of the college following parameters are taken into account.

- Academic success rate
- Response of the students to the college initiatives
- Participation of the students in competitions
- Placements/employment

Students are participants in knowledge society and should be measured not only in terms of the knowledge they acquire but also in terms of what they communicate and demonstrate in the way they conduct themselves.

Communicating Learning Outcomes and Facilitating Results

The prospectus of the college carries the objectives and details of all academic, co-curricular and extra-curricular activities. In the staff meeting the expected learning outcomes of new courses are also discussed. The college engages students by offering an array of activities along with the academics in order to help them to be successful.

- The students of the college are entrusted with the responsibility of organizing functions and celebrations like fresher's day, Gandhi Jayanti, teachers day, dandia, farewell party, youth week to inculcate in them self-confidence, decision-making, team spirit and crisis management.
- Trainings, workshops by clubs and various cells planned are chartered to enable them to acquire life skills, develop positive and proper attitudes. Campus life at the college is bustling with hectic energy throughout the year.
- The college provides a broad diversity of experiences to students looking for a forum to pursue their interests through cultural club, theatre, creative writing workshops, for those looking for a forum for public speaking and soft skills – communication skills club, for those dreaming to do “something different”, and to do something on their own - entrepreneurship club. The role of the teacher is minimal and the purpose is for the youth to gainfully acquire different skills, discipline and a passion for learning.
- Forum for learning is giving platform to students to nurture the communicational, entrepreneurial, inter-personal skills.
- Career and placement cell plans and organizes activities all the year round for equipping students with employability skills and facilitating jobs for them.

Enhancement of Relevance of Course

The college takes recourse to many initiatives to enhance the social and economic relevance of the courses offered. Students are taken to visit to Mahila Thana, Legislative Assembly, Prisons, Mahila and Balika Sadan, etc. to take curriculum outside classroom and make them realize the connect between theory and praxis.

- Students are provided a platform to show case/exhibit their talent in art and craft through entrepreneurship club and to earn while learning. Students conduct awareness campaigns

related to health and social issues in Bastis. Industry partners are also invited to conduct recruitment drives and campus placements.

Graduate Attributes

Graduate attributes is a constant thread that weaves together all the strategies of the Institution referring to teaching learning, skill enhancement, employability and social engagements. Strategies in the college are designed in a manner that all students have an opportunity to develop the aspired attributes if they capitalize on their time at the college. They would acquire knowledge and skills that would position them to succeed in their chosen careers and contribute to community by their employment and social engagement.

When they pass out, students are expected to leave with:

1. Knowledge and skill of their discipline.
2. Ability to think creatively and critically.
3. Sense of social responsibility and involvement in their communities.
4. Effective communication as leaders.
5. Responsibility and accountability as team members.

The graduate attributes of the college are not just statements of its policies but also aspirational in nature. Its graduates are inspired to be agents of social change and economic growth of the community and be participants in new knowledge economy.

Criterion III : Research Consultancy & Extension

3.1 Promotion of Research

The college being an affiliate of University of Rajasthan is governed by Department Research Committee of the University. College teachers who are research supervisors are sometimes made members of Department Research Committee. Independently the college teaching departments supervise only dissertations, field surveys and minor studies.

Institutional Support for Facilitating Research

The institution appreciates and encourages research among faculty members and students. Most of our teachers have already obtained doctoral degrees in their respective field of specialisation.

- The College allows paid study leave to teachers who wish to pursue research work.
- They are also facilitated by allowing exemptions from duties other than academic work.
- The library considers the recommendations of the teachers involved in research while purchasing books and subscribing to journals.
- Fund received in the name of Research or Researcher is released timely.
- Office and subordinate support is made available for completing projects/study.
- The project reports are kept in the library which are accessible to all.
- To encourage more teachers to apply for projects and to complete them on time, official bottlenecks are lessened as much as possible.

Since the college cannot award research degree, there are no research students enrolled with the college. However, some of the faculty members are research guides. Details are as follows:-

Dr. Rashmi Chaturvedi

1. Identity Crisis in the Writings of Bharti Mukherjee. (Awarded)
2. On the Margins of Two Cultures; India Diaspora Writers. (Awarded)
3. Salman Rushdie and the Politics of Dispossession.
4. Personal is Political- Autobiographies of Women Writers.
5. Redefining Indianness; A Study of R.K.Narayan's Work.
6. A Critical Assessment of 19th Century Verse Tales.
7. Girish Karnad - Post Coloniality. (Awarded)

Dr. Anju Dhadda Mishra

1. Diasporic Narrations of the Subcontinent. (Awarded)
2. Portraits of Magic; Evolving Gender Relations in Salman Rushdie's Narratives. (Submitted)
3. Recovering the Text Through Locating the Translations of Kalidas Abhigyanashakuntalam in Colonial Text. (Submitted)
4. Poetics of Process: An Anatomy of Northrop Frye's Criticism. (Submitted)

5. Parables as Vehicles of Aesthetic Multiple Signification and Emotional Intelligence in Modern Communication. (Submitted)
6. The Language of Ritual Action in Theatre; a Comparative Study of Girish Karnad and Woole Soyinka. (Submitted)
7. On Going an Indian Journey; Changing Perspectives in the Travelogues of Ajneya, V.S. Naipaul, William Dalrymple and Nirmal Verma. (Submitted)
8. Self as Other and Other as Self; A Study of the Synapse of Identities in A.K. Ramanujam. (Submitted)
9. Perennial Values Temporal Forms; Ethical and Pedagogical Implications of the Literary Writings of Thoreau, Ruskin and Gandhi in the New Millennium.
10. Tropes of Self Recovery; Women's Narratives and Bildungsroman as Pedagogy of the Oppressed. (Submitted)

Dr. Mamta Sharma

1. राजस्थान विधानसभा एवं समिति व्यवस्था— जन आश्वासन तथा अधीनस्थ विधानसमितियों के संदर्भ में एक अध्ययन।
2. केशवराव हेडगेवार और माधवराव सदाशिव गोलवलकर — एक तुलनात्मक अध्ययन। (Awarded)
3. राजस्थान राज्य वित्त आयोग एक अध्ययन।
4. आतंकवाद स्वरूप एवं चुनौतियाँ जम्मू कश्मीर के संदर्भ में।
5. भारत अमरीका संबंध 2001 से वर्तमान तक।
6. राजस्थान में सूचना का अधिकार एवं सुशासन
7. चुनाव और मीडिया — 12 तथा राजस्थान विधान सभा के संदर्भ में तुलनात्मक अध्ययन।

Dr. Tara Singhal

1. Working women's adjustment patterns in urban Indian context. (submitted)
2. ग्रामीण जीवन शैली का उभरता स्वरूप : जन्म, विवाह, और मृत्यु के विशेष सन्दर्भ
3. कन्या भ्रूण एवं बालिका शिशु हत्या : सामाजिक सांस्कृतिक परिदृश्य (submitted)
4. सशक्तिकरण में कल्याणकारी विकास योजनाओं की भूमिका
5. पंचायती राज्य में महिला पदाधिकारियों की सहभागिता : सामाजिक व राजनैतिक परिवर्तनों का एक समाजशास्त्रीय अध्ययन।

Dr. Varsha Sharma

1. वृद्धाश्रम में रहने वाले एवं स्वतंत्र रूप से रहने वाले वृद्धों का तुलनात्मक अध्ययन।

Dr. Shalini Chaturvedi

1. महिला अधिकार संरक्षण में राजस्थान राज्य महिला आयोग की भूमिका (जयपुर जिले के विशेष सन्दर्भ में अनुभवमूलक अध्ययन)
2. महिला एवं बाल विकास विभाग द्वारा संचालित महिला अधिकारिता कार्यक्रमों का प्रशासन (जयपुर जिले के विशेष सन्दर्भ में)
3. महानरेगा कार्यक्रम का प्रशासन (जयपुर जिले के विशेष सन्दर्भ में एक अनुभवमूलक अध्ययन)

Dr. Deeptima Shukla

1. भारत–आसियान सम्बन्ध : 1992 से 2013 तक
2. भारत–अमेरिका सम्बन्ध : यूपीए सरकार के कार्यकाल में
3. क्षेत्रवाद एवं नये राज्यों का निर्माण : तेलंगाना के विशेष सन्दर्भ में
4. विश्व व्यापार संगठन : संरचना, प्रशासन एवं नीतियाँ
5. भारत–चीन सम्बन्ध : यूपीए सरकार के कार्यकाल में
6. अमेरिका की विदेश नीति : भारत–अफगानिस्तान सम्बन्धों के विशेष सन्दर्भ में एक अध्ययन
7. महिला सशक्तीकरण (हनुमानगढ़ जिले में महिला शिक्षा के सन्दर्भ में एक आनुभाषिक अध्ययन)
8. कौटिल्य का राजनीतिक चिन्तन : भारतीय राज व्यवस्था के सन्दर्भ में।

Inculcating Research Culture Among Students

Academic Programmes :

The institution promotes research activities among students by encouraging them to participate in seminars, surveys and to offer dissertation as a paper wherever it is permissible.

1. The Department of M.Sc. Environmental Science conducts several student research projects every year as part of academic activities. These are done by a group of four to five students and the entire work from collection of samples to analysis is done by the students who are guided and supervised by the faculty members. The project report is then judged by an external examiner appointed by the University of Rajasthan through a viva voce examination.

About twenty five student research projects, funded by the Department of Science and Technology and by State Pollution Control Board have been successfully completed in the last five years. The recently completed M.Sc. Environmental Science Research Projects are as follows:-

- Ambient Air and Water monitoring of Hindustan Zinc Ltd.
- Ambient air and waste water [effluent] and noise monitoring of Gujarat Heavy Chemicals Ltd, Impact of transportation noise on human health.
- Environment impact : assay of Shree Cement Ltd, Pali, Raj.
- Solid waste management practices in Jaipur city.
- Environment impact of power generation through agro waste.

The department also holds seminars for students. All students of M.Sc. previous and final year give presentations on various topics related to the environment like eco-system, environmental pollution, waste management, biodiversity conservation etc.

2. MJMC Dissertation Topics –

1. Implications of Media and Indian Premiere League in the Indian Cricket Market
2. Cinema ke 100 Varsh
3. Lokpal Bill and Role of Media Promoting Anti Corruption Movement
4. Radio Broadcasting - Term and Technique
5. Advertising Value in the Sale of Promotion of a Brand or Product
6. Study on Cross Cultural Advertising
7. Jan Lokpal Bill Media

8. Farhan Akhtar, a Multitasking Man of 'Ever Green Wood Bollywood'
 9. TRP Ka Khel
 10. Social Media 'Boon or Curse'
 11. Inception of Comedy Shows Brought a Boom to Private Television
3. BBA Project Report Topics –
1. Impact of work-place conflict among employees on organizational productivity.
 2. Customer Relationship Management.
 3. Consumer buying behaviour towards Khadi products.
 4. Impact of media on consumer buying decisions.
 5. Impact of job stress on employee performance.
 6. Analysis of brand image and consumer buying behaviour among 'Lakme Brand'.
 7. Effect of advertisement on sales promotions.
 8. Impact of leadership style on working performance.
 9. Comparative study of leadership behaviour of male and female manager.
4. Students of PG Department of Sociology have been encouraged to present dissertation paper. Some of the titles are :
1. Self help groups : A tool of women empowerment in Rural India.
 2. Middle class women in Globalizing India : A Sociological View.
 3. Role of MNCs in women empowerment – A Sociological Analysis.
 4. Changing aspirations of girl students in contemporary India.
5. At UG level, the departments of Biotechnology, Botany, Zoology hold seminars conducted by B.Sc II and III year students on topics related to the syllabus, for example, plant biotechnology, genetically modified food, monoclonal antibodies, DNA Replication, AIDS etc. The purpose is to prepare the students to understand the subject in depth.
6. The BBA, B.Com and B.Sc. Biotechnology students are often taken for industrial tour/ field visit and are also given industrial training on which they prepare study reports and data analysis.
- With these activities, the college attempts to give perspectives on the frontiers which may help students to pursue research later and therefore the college has tried to imbibe this culture in its academic frame work.

Sensitizing Students to Research

The college plays a significant role in cultivating research culture among students by conducting sensitization programmes in form of talks and workshops.

- In November 2011, the Science Club organized a talk in collaboration with Indian Institute of Clinical Research Jaipur, which gave constructive guidance to the students of B.Sc. Final year of Biology and Biotechnology for research in this field.
- A hands on workshop in Biotechnology was organized for the science students in January 2012 in collaboration with the Department of Science and Technology,

Government of Rajasthan, Jaipur. The objective was to bridge the gap between practical knowledge and theory which may prove to be useful in research work.

- A 45 days training programme titled 'Women Entrepreneurship Development Programme', for science and technically qualified students was conducted by the Biotechnology department in December 2011 and January 2012 in the college campus in collaboration with Rajasthan Consultancy Organization along with National Science and Technology, Government of India, New Delhi. The objective of this workshop was to inculcate Entrepreneurship and research aptitude among students. They were taken on field visits to various testing laboratories and regional veterinary biological unit and were shown the production of bacterial vaccine to motivate them to take up research work.
- A test was held by Indian Association of Physics Teachers in the college for the students of Physics. This is a national level association and it provides scholarship for pursuing PG programme and integrated Ph.D programme.
- A workshop on 'Documentary Making' was organized by the Department of MJMC in 2013.

Prioritised Area of Research

College has always prioritised women-related issues to be the main area of research. It has undertaken activities to sensitize students on rights and problems faced by women.

- The college has been a centre for discussing draft bill on 'Domestic Violence' and 'RTI'.
 - It has collaborated with People's Union for Civil Liberties, Vividha, Women's Rehabilitation group and other NGOs for holding seminars.
 - Discussions and studies have been conducted on issues related with women.
- To widen the scope of discussion and understanding an **International Seminar** on 'Interpreting Feminism : 'Vis-a-Vis Activism' (Sponsored by National Commission of Women and ICSSR) 23-25 January, 2013 was organized.

Key Speakers in the seminar were :

- Prof. Lad Kumari Jain, Chairperson, State Women Commission
 - Dr. Connie Reagan, Greenleaf – Language Consultant, U.S.
 - Ms. Aruna Roy, Social Activist
 - Ms. Kamla Bhasin, Social Activist
 - Prof. Jasbir Jain, Director, IRIS
 - Prof. Madhu Kishwar, Prof. Centre for Social Development Studies, Delhi
 - Ms. G.J. Unnithan, Social Activist
 - Ms. Kavita Srivastava, Social Activist – Secretary, PUCL
- A **National Seminar** was held in collaboration with Vividha and Mahila Alekhan and Sandarbha Kendra on 'Image of Women in Print Media of Rajasthan'. The reports were published in the newspapers.

Focusing on the other issues

The college has had the healthy tradition of organizing national level seminar every year to provide an opportunity to the teachers and students alike to interact with intellectuals and academicians of high repute. In the last two years three seminars – Three National and One International Seminar have been organized.

1. **A National Seminar** on 'Public-Private Partnership in Higher Education : Challenges and Opportunities' (Sponsored by UGC) 27-28 February, 2012.

Key Speakers in the seminar were :

- Prof. K.L. Sharma, Vice-Chancellor, Jaipur National University.
- Prof. Naresh Dhadhich, Vice-Chancellor, VMOU, Kota.
- Prof. Apoorvanand, University of Delhi.
- Mr. Amit Kaushik, CEO, Educomp Infrastructure and School Management, Gurgaon.
- Justice Pana Chand Jain, High Court Judge (Retd.) Rajasthan.
- Prof. Asok Barman, Gen. Sec. AI-Fucto, Kolkata.
- Prof. Shashikala Gurple, Director, Symboisis, Law School, Pune.
- Prof. Dileep Ranjekar, Co-CEO, Ajim Premji Foundation, Bangluru.
- Prof. J.B.G. Tilak, NUEPA, Delhi.
- Dr. S.P. Jain, Ex-Advisor and Director (Panchayati Raj) NIRD, Hyderabad.
- Prof. Rohit Dhankar, Ajim Premji University, Bangluru.
- Prof. Satish Shastri, Dean, Faculty of Law, MITS, Laxmangarh.

2. **A National Seminar** on 'Environmental Impact Assessment : Issues, Significance and Challenges' (Sponsored by UGC and RIICO) 6-7 December, 2013.

Speakers :

- Prof. M.M. Salunkhe, Vice-Chancellor, Central University of Rajasthan
- Prof. T.I. Khan, Chairman, SEAC, Rajasthan
- Prof. P.K. Joshi, Department of Natural Resources, The Energy Resource Institute (TERI), New Delhi.
- Mr. Amit Lunia, Management Consultant in Environments Quality and Sustainability.
- Mr. Anand Lal Mathur (Retd.), Chief Environmental Engineer, Jaipur.
- Prof. H.S. Sharma (Retd.), Department of Geography, University of Rajasthan.
- Mr. Neeraj Doshi, Social and Environmental Entrepreneur.
- Prof. K.C. Sharma, Head, Department of Environmental Science, Central University, Ajmer.
- Prof. Praveen Mathur, Head, Environmental Science, MDS University, Ajmer.

3. **A National Seminar** on 'Society, Polity and Economy in Contemporary India' (Sponsored by UGC) 24-25 January, 2014.

Speakers :

- Ms. Kavita Krishnan, Activist, General Secretary, AIPWA, Delhi

- Prof. Apoorvanand Jha, University of Delhi
- Dr. Nisha Yadav, IIS University, Jaipur
- Dr. Rashmi Jain, University of Rajasthan
- Prof. Bhawani Singh, University of Rajasthan
- Prof. K.L. Kamal, Ex-Vice Chancellor, University of Rajasthan, Former Chairman, RPSC
- Prof. Naresh Dadhich, University of Rajasthan, Ex-Vice Chancellor, VMOU
- Prof. Rajbeer Sharma, University of Delhi
- Dr. Sudhir Singh, University of Delhi
- Dr. Vrinda Bose, University of Delhi
- Prof. R.S. Chauhan, Shimla
- Mr. Rajan Mahan, NDTV
- Mr. Ravi Ranjan, University of Delhi

3.2 Impact of Research Studies and Funding

- The students of M.Sc. Environmental Science did around 25 student research projects with the State Pollution Control Board. Their findings were related to aspects such as the water samples from various sources, impact assessment of domestic and industrial wastes on ground water etc.
- The research studies in the field of Sociology contribute to the community development and the research projects enrich subject knowledge of the teachers and students.
- The students of BBA [III year] underwent a 45 day training to learn about functional management. They did training with HDFC, ICICI (for banking and insurance) and Khadi Gramodyog. They also prepared a project report. Such activities certainly help the concerned organisations in analyzing their functioning.

Nature of Project	Duration year from to	Title of the Project	Name of the funding agency	Total Grant		Total grant received till date
				Sanctioned	Received	
Minor Project	31.3.2013 to 30.9.2014	Rural Development in Rajasthan : Analysis of Initiative and Contribution of NABARD Through Credit Support System.	UGC	1,50,000	1,00,000	1,00,000
		Activities of Foreign Institutional Investors and Impact in Indian Stock Market	UGC	Applied for	-	
Major Projects	-	-	-	-	-	-
Interdisciplinary Project	-	-	-	-	-	-

Industry Sponsored	-	-	-	-	-	-
Students' research projects	-	-	-	-	-	-
Any other (specify)	-	-	-	-	-	-

3.3 Institutional Support to Student Research Project

- There are various subject associations in the college to create opportunities for the students for interactive intellectual engagements and inter disciplinary connect, taking learning beyond classroom. Such meetings are held on Saturdays twice a month. We have Humanities, Commerce, Social Science, Science and Management Associations. They go a long way in kindling interest in research. In this way the college tries to do its bit so that by the time the student leaves the college after graduation or post graduation she might have developed an inclination towards research.
- Financial Assistance is given to departments undertaking research study/survey of projects conducted by the students for transport, stationery, printing, chemicals etc.
- The facilities, help and guidance required by the students for their project work are provided.
- Various equipments and facilities available in the college are optimally utilized by the staff and students alike. LCD projectors are fixed in the college auditorium. Lecture theatres are used for presentations and seminars by the staff and students. In addition to this, several laptops, computers, overhead projectors, net connectivity in the library, smart classrooms are available which can be used any time.
- Outstation research scholars are provided with hostel accommodation and library, lab and net connectivity, printing and xeroxing facility.
- The college has a well equipped library with journals and reference books which can be utilized for research work.
- Also, the computerized library is subscribed to e-journals. It also provides loaning facility with other libraries.
- Laboratories are upgraded and equipments are made available to meet the needs of the projects undertaken by students.

Collaborative Research Activities

While Science Research Studies are conducted in collaboration with Department of Science and Technology and Pollution Control Board. Environmental issues are taken up in collaboration with the Nature Club of Rajasthan, and NGOs like People's Union for Civil Liberties, Election Watch, Vividha, Vishakha, Pravah and Women's Rehabilitation Group and I Create. Other activities include:

1. An analysis of nomination papers of the Assembly Election candidates was done by the college students and teachers in 2013.
2. A study was conducted by the college students for the project 'Women and Peace' with 'Vividha' an NGO. They analyzed the questionnaire and prepared a report which

was presented in a national conference organized by the University of Delhi held at Delhi.

3. The College in collaboration with Vividha conducted a workshop on domestic violence which was attended by the students, teachers from various colleges and a report was prepared for documentation.
4. A National Seminar was held in collaboration with Vividha, Mahila Alekhan and Sandarbha Kendra on 'Image of Women in Print Media of Rajasthan'. A report analysing the items appear in three leading newspapers.
5. An International Seminar 'Interpreting Feminism vis-a-vis Activism' was held in January 2013 sponsored by National Commission for Women and ICSSR and the report has been prepared by the college to be submitted to the concerned authorities/agencies.
6. Several studies have been conducted with Pollution Control Board and Department of Science and Technology.

3.4 Research Publication and Awards

- a. The faculty tries to disseminate their theoretical and practical findings and thereby contributes towards social and scientific welfare and development. Various faculty members have written around 68 books many of which are used as textbooks at the graduate level. (List attached)
- b. In addition to this, the research work and output of the teachers has been appreciated and recognized in various academic forums. There are about 100 research papers published in various national journals in all subjects, while about 40 research papers have been published in reputed international journals such as - American Journal of Physics, International Journal of Pharmaceutical Biology, Asian Affairs, Trace Elements in Medicine (Germany). About 25 research papers have been published by the faculty members during the last 6 years.
 - Apart from this many articles by the faculty members have found place from time to time in various leading newspapers and magazines, e.g. - Dinman, Aakriti, Kala-Dirgha, Hindustan Times, Times of India, Statesman, Femina etc.
- c. About 105 national and 11 international seminars and conferences have been attended by the faculty members in the last 3 years.

Contribution to other issues

- d. Dr. Annuja Tyagi, Dr. Deeptima Shukla, Dr. Varsha Sharma, Dr. Reeta Mathur have prepared reading material for Kota open University.
- e. Dr. Meenakshi Arya has prepared course material for NCERT.
- f. Dr. Deeptima Shukla has designed the syllabus for Sardar Patel University of Police Security and Criminal Justice, Jodhpur and Vardhman Mahaveer Open University, Kota and has done syllabus moderation for The IIS University, Jaipur. She has also contributed to E-Gyankosh completed by the Ministry of Human Resource Development.

Distinctions received by the faculty

Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally is as follows –

- Our three faculty members have been awarded Fulbright Fellowship. – Dr Rashmi Chaturvedi, Dr. Nirja Mishra, Mrs. Jasmine Rai.
- Dr. Rashmi Chaturvedi has received 'Katha' award for translation in form Katha International, New Delhi.
- Dr. Anju Dhadda Misra has been a recipient of 'Sudhindra' award (1999) the highest award for poetry given every year by Rajasthan Sahitya Academy. She has also read poetry in 6th international conference at Shreveport, USA (2004).
- Dr. Rekha Bhatnagar and Dr. Meenakshi Bharti have been awarded by Lalit Kala Academy Jaipur.

Institute Industry Interface

The college has management association, career building club and career and placement cell. They plan various strategies for establishing institute-industry interface.

These clubs are committed toward transforming the management and commerce students into business professionals. For this we encourage students for internships, case studies, projects, presentations and interface with industry experts. Also, short training programmes are organized for inculcating decision making, communication and management skills. Visit to industries and interaction with professionals is also organized. Students desirous of seeking placement through campus recruitment or internship in industries join these forums. Recently, an industrial trip was organized for management students to Salim Kaghzi Handicrafts at Sanganer.

A workshop was organized in the college along with I Create Rajasthan where reputed businessmen of Rajasthan interacted with the students.

3.5 Consultancy

The college does not have a spelt-out policy to promote consultancy. However, faculty members who are invited by external agencies and institutions are encouraged to render their services. The institution recognizes their services rendered outside as consultants by mentioning in the chronicles of Kanoria and the Annual Report.

Our college has the unique distinction of having a well qualified and dedicated faculty. Some of the faculty members are social activists, poets, literary writers, reputed artists, theatre actors, entrepreneurship trainers and they have contributed to the glory of the college. Their vast knowledge and experience in the outside world enriches their classroom teaching and stimulates the students. The teachers of the institution provide consultancy services free of cost.

1. Dr. Renuka Pamecha (Retd.) (Presently Secretary of the Management Committee) is associated with Vividha (NGO), Ujala Chari (Newsletter) and Women's Rehabilitation Group. As secretary of Women's Rehabilitation Group she is supervising Mahila Salah and Sureksha Kendra at two police stations.

2. Dr. Rashmi Chaturvedi is President of Mahila Salah and Suraksha Kendra, Secretary Bal Hitkari Samiti and has been a member of University Syndicate twice.
3. Dr. Varsha Sharma was associated with a leading newspaper Rajasthan Patrika.
4. Ms. Ranju Mehta is Hony. Director, I Create Rajasthan, Education Consultant SV Public School, Secretary - Campus Nursery School, Member - Prakrit Bharti, Joint Secretary Mahila Salah and Suraksha Kendra.
5. Dr. Tara Singhal is a consultant in Shakti Stambha.
6. Dr. Seema Agarwal and Dr. Sunita Mathur are associated with Mahila Salah and Suraksha Kendra.
7. Dr. Rekha Gupta, Dr. Deeptima Shukla and Dr. Seeta Sharma have been associated with Rajasthan Granth Academy.

3.6 Institutional Social Responsibility (ISR) and Extension Activities

The college has Good Citizenry and Social Awareness Club, NSS, NCC and Nature Club. These clubs provide social and political awareness programmes which help in building character in individuals to provide the environment with a planned and active social support, bringing them close to the natural and social environment. It motivates students to give their best to society. These clubs conduct street plays, peaceful marches, presentations, case studies and discussions with social workers and activist. The students are encouraged and motivated to join these clubs right at the beginning of the session.

- NSS besides their regular programs has opened a computer centre in Jawahar Nagar Kachi Basti where children are trained in basic computer and certificate is awarded in collaboration with Commissionerate of College Education. All the activities of NSS are well-documented and its impact is studied and analysed.
 - The college is sensitive to the various social problems taking place time to time. It therefore conducts relevant extension programs and motivates students and teachers to participate in various community development and social activities through NSS, NCC and NGOs. The students and teachers constantly participate in various rallies, dharnas etc, which are held in protest against burning issues like sati, dowry, eve-teasing, female foeticide, sexual harassment etc.
 - The college undertakes many extension activities. Its broad areas are medical camps, adult-education and literacy, legal literacy, AIDS awareness, blood donation and environment awareness.
1. Every year the college organizes AIDS awareness programmes for students in the form of quiz, charts and poster exhibitions, street plays and rallies.
 2. The college plays a role in adult-education and literacy and NSS students visit neighbouring Kachi Basti with adult literacy programmes.
 3. Legal literacy programmes and visits to police stations and State Assembly are organized.
 4. The students also impart information about vaccinations [viz Pulse Polio] to the weaker sections of the society and tell them ways and means of getting help from the government.

5. The students regularly participate in the National Integration camp. Which provides them an opportunity to share their views, ideas, culture and traditions with their peers from all over India.
6. Some faculty members of the college are associated with various social organizations like Prayas, Vividha, Vishakha etc.
7. As environment, pollution, global warming etc. are some of the burning issues of today, so the college strongly supports environmental awareness amongst its students. The college is fortunate to have M.Sc course in Environmental Science. Which makes students well aware of environmental problems. A door-to-door campaign for ban on use of polythene bags and various tree-plantation campaigns had been organized by these students along with the NSS unit. They have organized various exhibitions of posters on environmental pollution. The students' concern for deforestation have led them to conduct a signature campaign along with the environmental science faculty which was given to the Ex-Chief Minister Mr. Ashok Gehlot as a protest against the felling of trees for construction of Jaipur-Ajmer highway. Their concern is evident in their daily lives ; the students of M.Sc. previous gifted plants to the M.Sc. final students in the farewell party.
8. Students are also encouraged to visit Mahila Salah and Sureksha Kendra.

Outcome of Extension Activities

The institute derives strength from its philosophy, vision and values leading to academic excellence and overall personality development of students. During their stay of 3 to 5 years in the college and association with clubs through which various extension activities are held, they tend to become responsible, sensitive and aware citizens and good and confident human beings with high moral values. Here, they get a balanced and rich learning experience in various fields which helps them fare better not only in academics but in all fields of life. They graduate with good values, better leadership planning and management skills.

Constructive Relationship with other organizations.

The college has built and nurtured a healthy relationship with many NGOs and private organizations. It works in tandem with the following.

1. I Create
2. महिला पुर्नवास समूह
3. महिला सलाह सुरक्षा केन्द्र
4. अवेदना आश्रम
5. शिशुगृह
6. PUCL
7. RUWA
8. Nature Club

State Government has recognized and awarded the college's N.S.S. unit as the best in the State and also awarded its N.S.S. officers and volunteers.

State Awards

Best NSS Institution	Kanoria PG Mahila Mahavidyalaya, Jaipur	2006-07, 2008-09, 2010-11
Best NSS Officer	Dr. Tara Singhal	2001-02
	Dr. Sunita Gangwal	2008-09
	Dr. Ekta Shrimal	2009-10
Best NSS Volunteer	Ms. Anchal Puri	2008-09
	Ms. Jyoti Sharma	2009-10
	Ms. Sugandha Verma	2010-11

Anchal Puri was awarded the prestigious 'Indira Priyadarshini Award' for 'Best NSS Volunteer' by the Central Government.

Anchal Puri in 2009-10 and Anushree in 2011-12 represented India in the Youth Exchange Programme in China.

3.7 Collaboration – The college has benefited tremendously by collaborating with Institutions/NGOs and other Agencies

A. Collaborating with Institutions

Research in the field of Science have been held in collaboration with the Department of Science and Technology and Pollution Control Board. For social issues, the college has also collaborated with NGOs like Vividha, Vishakha, Pravah, and Women's Rehabilitation Group, PUCL and I Create.

- Rajasthan Assembly Election Watch study was conducted with the support of our college students and teachers. (Mentioned earlier)
- A study was conducted by the college students under 'Women and Peace' projects. They analyzed the questionnaire and prepared a report which was presented in a national conference held at Delhi. (Mentioned earlier)
- In collaboration with Vividha, the College conducted a workshop on domestic violence which was attended by students and teachers from different colleges. (Mentioned earlier)
- Several studies have been conducted with Pollution Control Board and the Department of Science & Technology.
- The college has signed a memorandum of understanding (MOU) with ICICI Bank and has sent its teachers for faculty training programme. The trained faculty trains the students and equips them with necessary skills to work in banking, insurance and other allied sectors.
- The college has had an MOU for an exchange programme of students with Women Studies Department of San Diego State University, USA.
- The college has an MOU with Rajasthan Knowledge Corporation Ltd.
- Students from the University of Guelph, Canada have visited the College for their International Semester from February to April in 2012 and 2014.
- More than 40 students have been selected by Genpect, Infosys, Mahindra Satyam, Abacus Solutions and Sanghi Motors.

B. Outcomes and Impact of Collaborative Research

- The above mentioned activities have benefitted both the students and the teachers by widening their exposure to social and environmental concerns.
- The interaction on academic issues with educationists of the country has been intellectually stimulating for the faculty.
- It also keeps the faculty abreast with new thoughts and triggers new ideas for research.

List of Institutions/Industry/Organizations with which the institution has signed MOU:-

1. Tata Institute of Social Sciences, Mumbai
2. Whistling Woods International, Mumbai
3. S B Global Resources Pvt. Ltd.
4. Earnest Solutions Pvt. Ltd.
5. Certificate in Accounting Technicians
6. ICICI Bank
7. Morarka Foundation
8. Vardhman Mahaveer Open University, Kota
9. GENPACT

MOU's with these institutions has helped the college to achieve its mission of capacity building and skill enhancement of the students.

The initiatives and collaboration with other institutions and industry has led the college to start a placement cell and strengthen it.

Seminars in last four years

1. National Seminar on 'Society, Polity and Economy in Contemporary India' held on 24-25 January, 2014

Objectives of the Seminar –

- To provide a comprehensive understanding of the functions and operations of the Government in India in present times.
- To look into past to review the present scenario of the state and idealize its future.
- To develop insight for the emerging socio-cultural changes in transformation of contemporary India.
- To discuss and deliberate upon economic agendas of the State to establish an egalitarian and just society.
- To delve upon the emerging role of media in translating and the shaping society, polity and economy in contemporary India.

2. National Seminar on 'Environmental Impact Assessment : Issues, Significance and Challenges' held on 6-7 December, 2013

Objectives of the Seminar –

- To review the concept of EIA in the present global context.

- To broaden knowledge about environmental laws at the governmental and non-governmental, community, industry and professional levels.
 - To impart environmental education and to encourage and mobilize participation among students and researchers in various environmental conservation activities.
 - To propagate eco-technology to enhance efficient resource use.
3. International Seminar on 'Interpreting Feminism vis-a-vis Activism' held on January 23-25, 2013
- Objectives of the Seminar –
- To review the concept of feminism in the present global context.
 - To comprehend theoretical influences on deconstruction of feminism.
 - To discuss the new ideas, goals and sustainable connections (local, national, international) and focus on solutions and successes.
 - To reinterpret cultures : identities and traditions, and Third World Feminism.
 - To redefine sexism in social and political theory.
 - To understand feminist economics.
 - To deconstruct gender power relations in all aspects of life.
4. National Seminar 'Public-Private Partnership in Higher Education : Challenges and Opportunities' held on 27-28 February, 2012
- Objectives of the Seminar -
- To discuss the modalities of PPP model in education.
 - To assess the impact of PPP in the growth of higher education in India.
 - To examine the issue of equity of opportunities through PPP model.
 - To share experiences with different states/institutions and to have the innovative measures adopted.
 - To bring out a blueprint for initiating remedial measures in the Government Policies.
5. 5th CMS Vatavarn 2012 was held on 3-8 September, 2012 by CMS Environment New Delhi (Educational Partner Kanoria PG Mahila Mahavidyalaya, Jaipur).
- Objectives of the Seminar -
- To increase space for environment issues in Mass Media.
 - To evolve a nation wide environment outreach framework.
6. Eminent Speakers –
- The seminars organized by the college have been able to generate year long discussions in other related areas. Other than the keynote speakers of the seminars, many eminent scientist and academicians have also interacted with the faculty in the last two years.
- a. A session on 'Quest for the substance of substance' by eminent physicist Prof. Sudhir Raniwala [associated with European Organisation for Nuclear Research

(CERN)] was organised where he discussed the creation of universe and how cosmos works.

- b. Prof. Manoj Pandit, Member of Antarctica Expedition shared his experiences and showed a short film.
- c. Prof. N. Raghuraman a well known columnist and management consultant spoke on 'Lateral Thinking'.

Trainings/Internships

A. Students

- Students of B.Sc. III year Bio-Tech department underwent a summer training in various hospitals of the city, Rajasthan drugs & Pharmaceuticals, Birla Institute of Scientific Research to develop a scientific aptitude and acquired expertise in various techniques.
- Similarly, students of Master of Journalism & Mass Communication are trained by travel agencies for a month every year. Their training is conducted by Rajasthan Tourism Development Corporation (RTDC). They also get internship/summer job in local media agencies.
- Some students have received training of EDP for tour operators conducted by Small Scale Industries Service Institution, Jaipur. Some students of Environmental Science went for a training to Reliance Energy, Noida and IPEA Laboratories, Ratlam.
- The introduction of employment oriented trainings in association with local training institutes has led to the holding of two to three month- long introductory workshops/courses in the college premises. They are (1) Specialized workshops in English improvement and personality development conducted by Cerebral Heights, Jaipur. (2) Introduction to Fashion conducted by Pearl Academy of Fashion, Jaipur.
- HDFC Standard Life Insurance Company Ltd. selected 30 students as project trainees 2009.
- Genpact, leaders in globalization of services and pioneers in managing business practices conducted a month long training module for students in 2009-10 and 2013.
- A three day workshop was organized for the BBA students in global English in Kanoria College in 2012 and 2013.
- 11 students were selected for internship by Fullerton, a financial company in 2010.
- 10 students were selected for training by EDMI, an event management company in 2011.
- Students of BBA undertook training with organizations like HDFC and ICICI Banking and Insurance.
- Students of MJMC have gone for training to leading newspapers and NGOs.
- Students of BBA attended a week long workshop on preparing for group discussions and presentation skills in 2013.
- 45 students were trained in Entrepreneurship skills by I Create, Rajasthan.

Faculty Members

- Dr. Neelam Bageshwari attended a training programme –application of remote sensing GIS, GPS for decision support system organized by Department of Science and Technology at Birla Science & Technology Centre, Jaipur from 24th April - 6th May 2006.
- Dr. Deeptima Shukla and Dr. Neelam Bageshwari attended a six day training programme for State Level Masters Trainers conducted by Indira Gandhi Panchayati Raj and Gramin Vikas Sansthan [NREGA] in 2009. They were allotted Tonk and Sikar districts to train district level trainers.
- Dr. Seema Agarwal, Dr. Veena Mathur and Dr. Sunita Mathur attended FDP in the area of banking and finance services at ICICI bank, Jaipur from 17th Dec. -22nd Dec 2007.
- Ms. Shruti Gupta and Ms. Preeti Sharma in 2008-09, Ms. Surabhi Mathur and Ms. Divya Pareek in 2010-11 and Ms. Preeti Soni, Ms. Surabhi Sharma, Ms. Jonu Jose, Ms. Swati Dhanwani and Dr. Komal Paliwal attended a ten day Training of Trainers conducted by Infosys BPO in 2013.
- Ms. Himanshi Rastogi, Ms. Shruti Gupta and Ms. Preeti Sharma participated in a five day long Training of Trainers in Entrepreneurship Development by I Create.

Planning and establishing linkages

Based upon the interactions held with agencies who come for recruitments, the job seekers skill requirements for jobs are identified to bridge the gap between the demand of jobs and the lack of employability skills.

MOU recently has been signed with Tata Institute of Social Sciences and their Vertical anchors. In this effort Career Placement Cell – Dean, Academics and Dean, Student Activities have played vital roles.

One person is in incharge and assigned the task of preparing proposals on projects submitted to UGC and following them up.

3.4 – List attached

Criterion IV : Infrastructure and Learning Resources

Infrastructure facilities are key to effective and efficient conduct of all educational programmes. The college follows a dynamic policy, suitably designed to keep pace with the times and changing technologies. The policy is framed by the Management Committee based on the recommendations of the college administration and staff council. As the number of students and number of courses increase every year the college on its part ensures that all infrastructural facilities are in place.

Physical facilities

Campus

The college has a large and beautiful campus spread over 8.67 acres. Located centrally in the city along J.L.N. Marg, and well connected by public transport, it is easily approachable from all parts of the city.

The college has some very distinct locational advantages. It is situated just opposite to the University of Rajasthan's main campus facilitating easy academic interaction. The office of the Commissionerate of College Education with which the office of college needs to be in constant touch is also in close vicinity. Other University colleges situated nearby facilitate better participation in inter-collegiate activities by students.

The college campus comprises of five buildings – the main college building, Nandlal Kanoria Complex, two hostel buildings and a canteen unit with the students union office. The campus is surrounded by lush green lawns, sports grounds and a neatly laid out tarmac pathway running all round the college building.

There are ornamental trees like Gulmohar, Kachnar, Coral, Ashoka, Bougainvillea and fruit trees like Mango, Jamun, Guava, and Bel which beautify the campus and provide much relief from the scorching sun. Under the tree are benches where girls sit and spend quality time with friends. The lawns are lined by colourful seasonal flower beds grown under the able guidance and supervision of the Botany department.

All these plants, trees, creepers flowers etc are neatly labelled for easy identification and for the benefit of other college students as well.

College Building

The college runs a number of courses in all the three streams, i.e. Science, Commerce and Arts with over 6200 students enrolled. To cater to such a huge student strength the college has 31 classrooms and 2 lecture theatres where regular classes are held. All rooms are well ventilated and spacious enough to accommodate around 80 students each. Apart from these, there are 6

tutorial rooms for conducting tutorials as well as for holding classes with small number of students. There is also an art room and a music room. The time-table is so designed that it spreads from 7 am to 5 pm, thus ensuring maximum utilization of the classrooms.

A few vacant classrooms are available after 3 pm in which the college conducts UGC sponsored coaching classes for SC/ST/OBC/Minority candidates to help them prepare for NET, SLET and for other competitive exams. Remedial classes are also held for slow learners.

Infrastructural facilities of the college are also used by external agencies such as the University of Rajasthan, RPSC, UPSC and government departments, banks and other educational institutions for conducting examinations/seminars on Sundays and other holidays.

The college has 18 well-equipped subject based laboratories with latest apparatus; for example, the Environmental Science Laboratory has an air sampler, VOD incubator, COD reflex apparatus, while the Bio-tech laboratory has a spectrophotometer. There are 6 laboratory stores also for safe keeping of all apparatus and other related material.

The Zoology department maintains an Animal House where different species of fish, prawns, earthworms etc meant for Biology practicals are preserved in containers. Specimen of vertebrates and invertebrates are also preserved in jars for use in teaching of those particular species.

There is a beautiful botanical garden, adjoining the Botany department, where all types of trees, plants, shrubs, climbers, and seasonal flowers etc. are maintained which assist the Botany students in their studies. The department has also planted some medicinal plants such as Arjun, Seeta, Ashok, Aloe vera, Ashwagandha, Sarpgandha, Tylophora etc.

The Principal has a large air-conditioned chamber where separate space is provided for holding formal meetings. Separate offices are provided to the Vice-Principal and the Deans. The staff room of the college is air-conditioned where each faculty is provided with an individual cupboard. A separate staff room for the Commerce department is on the first floor. The college office is housed in two large air conditioned halls with built-in cabins giving it a modern look. It also has a large state of the art mobile storage system.

For easy communication between all the departments, intercom is installed at all important points connecting the office, Principal, Vice-Principal and Dean's rooms, staff room, library, hostel, Nandlal Kanoria Complex, canteen and the guard's room at the main gate. CCTV cameras are installed at several points for security reasons with the monitor placed in the Principal's room. To ensure punctuality amongst teaching and non-teaching staff, biometric attendance system is installed at the entrance.

To keep the students informed of the campus activities, notice boards are put up at all important locations and also an electronic notice board has been installed near the student union office.

Central lawn of the college is spacious with an open-air stage which is also an ideal venue for conducting various co-curricular activities such as debates, quiz competitions and extra-curricular and cultural activities, such as Dandia, Musical Evenings, Freshers' day, Youth Week “Kasturi” celebrations and also the college Annual Function. Flag hoisting on Republic Day and Independence Day is also held in the central lawn. Logistics such as audio equipment, musical accompaniments and costumes etc are available in the college. The college has a large collection of Indian and Western dresses in its store.

Front lawn is used for special occasions like the Annual Graduates Reception in which all the graduates and prize winners are invited along with their parents. It is also used for nukkad natak, road shows, traffic awareness campaigns conducted by college NSS units as well as outside agencies and NGOs. These are staged on the front lawns to convey social messages and to attract more students.

The Gandhi statue circle just outside the college serves as the perfect starting point for all the rallies and protests related to social issues organised by the college NSS unit or any other NGO. College NSS volunteers also actively participate in the state held Gandhi Jayanti celebrations on 2nd October, organised at Gandhi circle.

The NCC Headquarter is situated close to our college and all interested students enrol themselves under the open quota scheme in all the 3 wings – Army, Navy and Air Wing in good numbers. The NCC students participate in the Republic Day parade and NCC camps.

The college has a bore well ensuring constant supply of water. Safe drinking water is provided on each floor of the main college building through water coolers fitted with aqua-guard water purifier. Three traditional water storage and cooling systems with earthen pots have been installed.

The college has a spacious canteen with a big hall for students and a separate air-cooled section for the faculty. Care is taken that all eatables are cooked in perfectly hygienic conditions using quality ingredients.

Proper parking space with shade is provided to faculty for parking their vehicles. A separate large parking space is also provided for students to park their two wheelers.

There is a ramp at the entrance to facilitate of differently-abled students, staff and others.

Auditorium Complex

Named after the former Chairman Late Nandlalji Kanoria, the Nand Lal Kanoria complex is where academic, co-curricular, extra-curricular activities are held throughout the year.

The complex has an air-conditioned auditorium with superior acoustics and a seating capacity of 300. Seminars, workshops and guest lectures are regularly held here. The college auditorium is also used for extra-curricular activities such as - Hindi Divas, Teachers' Day celebrations as well as for conducting orientation programme and formal NSS programmes. Recently we witnessed some beautiful music concerts by great maestros like Pt. Vishwa Mohan Bhatt, Pt. Nayan Ghosh, Salil Bhatt, Cassius Khan and Bundu Khan.

There is a large conference hall above the auditorium which is used for various activities. A number of workshops on dance, theatre and music are conducted here round the year. This hall being equipped with complete sound system is used by the girls to rehearse their performances. Yoga classes are also held here. The college has two NSS units each having 100 volunteers. The conference hall is used for conducting their regular activities, meetings and for holding blood donation and eye check-up camps.

The music department has a room in the complex where regular classes are held. Musical instruments such as synthesiser, harmonium, tanpura and other percussion instruments are kept in this room.

Details of Infrastructural Facilities

Class-room numbers	No. of rooms	Size of the room (ft/mtr)		Laboratories & Lab Stores	No. of labs	Size of the Lab (ft)
1 to 4	12	28' x 24'		Chemistry	2	30'3" x 23'10"
7 to 10					1	20'1" x 24'
16 to 19				Botany	1	30'3" x 23'10"
5 & 6	2	29' x 28'8"			1	35'7" x 20'
12 & 14	2	27'11" x 16'69"		Zoology	1	30'3" x 23'10"
11	1	29'2" x 24'10"			1	42'9" x 20'2"
13	1	26'9" x 27'		Psychology	1	29'5" x 23'11"
15	1	29'11" x 24'9"		Physics	2	28'6" x 24'
20	1	12'73" x 27'81"		Home-Science	1	60'7"x 24'
21	1	14'76" x 24'27"			1	29'5" x 23'11"
22	1	13'12" x 16'4"		Computers (BCA)	1	29'11" x 28'10"
23, 24, 25	3	30'6" x 24'10"		(ECA)	1	29'6" x 28'8"
26	1	37'9" x 24'11"		O.M.S.P.	1	28'7" x 19'4"
27	1	12'73" x 27'81"		Bio-Tech	1	48'1" x 28'11"
28	1	21'15 x 35'75"			1	28'5" x 10'4"
29	1	20'83 x 24'57"		Enviornment Sc.	1	29'1" x 19'10"
30	1	21' x 16'24"		Geography	1	28'x24'
Total	30			Total	19	

Lecture Theatre	2	35' x 25'
Tutorial Room	6	15'11" x 11'10"
Art Room	1	28' x 24'
Music Room	1	20'2" x 18'5"
Games Room	1	28'6" x 10'

Chemistry Lab Store	1	15'7" x 12'
Botany Lab Store	1	15.7" x 12'
	1	26' x 7.1"
Zoology Lab Store	1	15.7" x 12'
Envoir Sc. Store	1	7.10" x 6.3"
Geography Lab	1	28' x 24'
D & P Lab	1	28' x 24'

Offices	No. of rooms	Size of the room (ft)
Administration	1	28 x 24
Accounts	1	28 x 24
Principal's Off	1	29.10 x 23.10
Rest Room	1	7.10 x 11.101/2
Dean - 1	1	14.20 x 15.10
Dean - 2	1	11.40 x 15.10
Store room	1	15.10 x 14.10
Box room	1	13 x 7
Record room	1	13 x 7

Common Facilities	No. of rooms	Size of the room (ft)
Staff Room	1	23 x 29.30
Rest Rooms	2	9.7 x 5.81/2
Reception Hall	1	51.60 x 24.30
Canteen (Students)	1	40 x 30
Canteen (Staff)	1	28 x 21.20
Kitchen	1	8.80 x 30
N L K Complex		
Auditorium	1	3530.00 sq ft
Swimming Pool	1	3337.55 sq ft
Gymnasium	1	10494.36 sq ft
Changing Room	1	

Hostel Facilities	No.	Area (Sq Ft)
Hostel (Old Building) 47 rooms for 180 Students	1	13359.09
Hostel (New Building) 30 rooms for 110 Students	1	11427.43

Misc	No.	Area (Sq Ft)
Watchman Qtrs	2	602.19
Transformer Room	1	150
Wells & Pump House	2	44.22
Parking space (Staff)		9990
Parking space (Students)		18540

Library Facilities	No.	Size of the Hall (ft)	Total Area Sq. Ft.
Main Hall - Ground Floor	1	61' x 65'	3965
First Floor	1	2(19' x 55')	2630
Reference Room	1	33' x 22'	2016
Cyber Room	1	33'5"x22'	737
Archival Room	1	51' x 18'	918
Book Bank	1	16'8" x 54'8"	920.64
Librarian Room	1	14' 6" x 10' 6"	164
Reserved Books Section	1	16' x 13'	195
Main Counter	1	12' x 18' 3"	306
Library Technical Room	1	11'x 16' 6"	182

Nand Lal Kanoria Complex also houses the placement cell. When different companies come for recruitment written tests, interviews and group discussions are held in the adjoining room.

Cultural activities have become an integral part of college curriculum and as such a number of activities are held in the auditorium round the year.

Sports Facility

The college lays importance on physical fitness and promotes sports in a big way. There is a full time Director, Physical Education and the college also has arrangements with external professional coaches for imparting training to the students in different games.

There are grounds for hockey, cricket, kho-kho, kabbadi, athletics, and regular courts for playing basketball, volleyball and handball.

For indoor games, chess boards, carom boards and TT table are kept in the Nandlal Kanoria Complex. There is also a full sized swimming pool with filtration plant. There are sufficient number of shower stalls, changing rooms and lockers.

The college boasts of a well equipped gymnasium, both for staff and students

Both SMS stadium and the University of Rajasthan sports complexes are situated very near to the college. The college has an arrangement for its players to utilize the facilities available there for badminton, judo, wrestling, archery and jumps, on a regular basis.

Hostel

To cater to the large influx of students from other cities/states, the college provides residential accommodation within the campus. The college has two hostel buildings, adjacent to and interconnected with each other. There are 76 rooms in all, of which 21 are 2 seater; 47 are four seater; 3 five seaters and 5 six seaters. The total capacity is 275 seats. Washrooms are provided on each floor, (11 in all) with running hot water from a solar water heating plant. The mess is air-cooled and common for both the hostels. Food is cooked in hygienic conditions by five lady cooks and four helpers. There is a huge 24 chappati tawa. As a safe measure all gas cylinders are kept outside the mess.

The Warden and Assistant Warden have been provided family accommodation in the hostel itself. Admission to the hostel is given strictly on merit basis

Both hostel buildings being within the college campus, all recreational, sports and games facilities including yoga, gym and the swimming pool are available to the residents. They also have access to internet facility available in the Nandlal Kanoria Complex.

For recreation there is a common room in the hostel where LCD television with Tata Sky connection is provided. A DVD player is also provided. Newspapers – 2 Hindi & 2 English are subscribed to each hostel.

Safe drinking water, through college borewell, is provided in the hostel through water coolers fitted with Aqua-Guard water purifier.

For medical emergencies there is a doctor on call and a first aid box is available in the warden's room. In case of an emergency, 108 Ambulance is called and the student is immediately rushed to the hospital. The local guardian of the student is also intimated.

Security Arrangements

This being a girl's college, strict security arrangements are in place. There is a high boundary wall all round the college campus with entry allowed at only one gate where round the clock security guard is posted and connected to the Principal and warden via intercom. Security guards are also posted at both the hostel buildings. In addition, CCTV cameras are fitted at the hostel entrances, and various vantage points. All hostellers are required to be in by 6 pm after which the hostel channel gates are locked. Only the guardians whose photographs have been provided at the time of admission are permitted to meet the wards during the visiting time.

Library as a Learning Resource

The College has a huge library with total area of 1118 sq. mts. It is spread over 2 floors. The ground floor comprises of an issue counter with the librarians room and technical room on either side. There is a main hall with book shelves. A separate rack is kept for periodical journals, magazines and newsletters. Display trees are kept in the main hall for new arrivals. A cyber room and a reference section is also there on the ground floor. Reference section has a vast collection of year books, encyclopedias, dictionaries, maps, project reports, annual reports, dissertation, and thesaurus, multi volume sets of expensive and rare books. These books are not to be issued but are for reference only. For accessing e-resources, Cyber room in the library provides access to internet facility to the students for preparing their project reports and power-point presentations. More than 70CDs are available for reference. The library has subscribed to ten journals from Sage Publications which can also be accessed online.

The second floor houses the text book shelves and a Book Bank for needy students from where they can get books issued for the entire session. Books gifted by various organizations, individuals and faculty are made available to students through the Book Bank.

The library has a vast collection of books numbering 53301 in all. The ratio of library books to students enrolled works out to be 10:2. During the last 3 years an average of 850 books have been added per year. The library is subscribing to 16 International Journals and 34 National

journals which works out to approx 2 per department. Apart from this, 30 magazines are subscribed to cover a wide spectrum of subjects ranging from General Knowledge, Current Affairs, Science, Finance to Literature and Fine Arts. There are 17 Maps used by Geography, Political Science and History departments.

There are large reading-areas on each floor where students can browse through books, magazines, journals, newspapers and read in a relaxed manner. The entire library is well furnished, having large reading tables spread all over with sufficient number of chairs where students can sit and consult books with great ease and comfort. Total seating capacity is about 100 to 125 students. Newspapers are kept on stands at the library entrance for easy reading. The college subscribes to thirteen newspapers comprising local and national dailies in both Hindi and English.

The library is open from 9am to 5pm on all working days and also during vacations.

The college library is fully automated with an advanced software – ERP Solutions installed. There are six computers – one each at the counter, librarian's room, technical room, OPAC counter, reference room, cyber room and one on the first floor.

The library follows the colon classification scheme for arranging books on the stacks. The computer at the counter has OPAC installed with the aid of which the students can themselves search and locate the book/journal they require by feeding its title/author/publication etc. Thus, using OPAC the students can locate and with an Open Access System they can obtain the book on their own. Average number of login to OPAC is 15-20 per day.

The library services are fully computerised with bar-coding and cataloguing. All students have been issued smart cards, making the process of issuing and circulation of books fully computerised. Process of acquisition is also computerised.

Internet connectivity is provided to teachers as well as students. Students can avail this facility on the computer placed in the cyber room. E-publications can be accessed in the library cyber room but in order to regulate its use teachers recommendation is insisted upon. Access to social networking sites is not allowed. Average no. of login to e-resources is about 15-20 per day and average no. of downloading is 2-4 per day. Printer is kept in the librarian's room – students can use it with the consent of the librarian. List of books/bibliography on a particular subject can be obtained through the software installed in the library computer.

Photocopier facility, very useful for the students is also available in the library at very nominal rate.

Large number of books are purchased every year. All departments are informed of the departmental grants in advance and they individually recommend to the librarian the various books/journals that are required to be purchased. A register is also kept at the counter where students can request for purchase of a specific book. To facilitate the selection of books, the librarian keeps the subject wise catalogue of new publications in a file and makes them available to the teachers. Leading publishers/book-sellers of the city also display the latest books in the library. Teachers also visit book-fairs and book-shops for this purpose to suggest new books.

The library staff is generally very friendly and helpful to the students and staff of the college. The librarian guides the students to use the OPAC for locating their books. She also educates them to keep the books/magazines back in place after reading so that the order is maintained. She assists the teachers in identifying the books that are to be purchased, based on the students demand. She makes extra effort to arrange/purchase books that at times are urgently required by students. There is an average footfall of 300-350 students in the library per day and average no. of books issued/returned is 200-250 per day.

Every 2 or 3 years weeding out of books and other materials is done by faculty of every department.

The Advisory Committee comprising one convenor and three members – one each from the Science, Arts and Commerce stream, is formed every year which oversees the functioning of the library. It holds regular meetings with the librarian to look into problems that the students might be facing.

For the purpose of getting feedback from its users a suggestion box is kept outside the library hall which is periodically opened and suggestions so received are placed before the library committee for further action.

Library Holdings	2010-11		2011-12		2012-13		2013-14	
	Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost
Text books	983	295953.00	379	175365.00	681	204512.00	165	54500.00
Reference Books	44	50898.00	5	1980.00	153	82760.00		
Journals/ Periodicals	86	192760.00	83	237249.00	90	286054.00	95	295000.00
E-resources								
Any other (CD/Maps)			17 (Maps)	1623.00	11 (CD)	2375.00		

4.3 IT Infrastructure

There is a full-fledged department of Computer Science which runs bachelors course in computer application. There are 6 lecturers, one lab assistant and one lab bearer. The department has 2 computer labs having 35 and 25 computers respectively, an SQL server with i3 configuration and 1 laser printer. Students are divided in batches so that the student-PC ratio never exceeds 2:1. All computers in the lab have licensed software – Visual Studio, Windows7, MS Office, Tally, AutoCAD, and Anti-Virus, installed in them with SQL Server.

There are 8 computers installed in the office with P4 configuration, all connected through LAN. In addition there are 6 laser printers and also 4 scanners to make the office self sufficient. Computer facilities are regularly upgraded as per the academic and administrative requirements. Recently the college has installed the ERP solution considered essential for all educational institutions. The system integrates all the departments of the college with an inter-connected modular approach giving the user the freedom to access, exchange and share the data. Being intranet/internet based it helps the administrative staff, faculty and students to use the data, access relevant reports and handle day to day processes. Thus it has provided a paperless, fully & centrally computerized system.

Library has 6 computers in all of P4 configuration, 1 printer that is connected through LAN. With ERP installed and by virtue of being connected to the main server, all student related data is available. The software generates barcodes and spine tags, gate passes, SMS and e-mails, no dues certificates, fine collection reports, user wise entry report, verification reports etc. OPAC helps students locate the books they require.

There are 8 Laptops and 5 Notebooks with latest configuration kept with the store in-charge for the use of faculty.

The college campus is Wi-Fi enabled. Computers installed in the Principal's room, the Dean's room, office, Nandlal Kanoria complex and computer labs have Wi-Fi facility.

There are 5 LCD projectors. One in the auditorium, 3 in the smart class room and the other is kept in the store to make presentations elsewhere - lecture theatre, classroom etc.

College faculty is encouraged to make use of computers as a teaching aid. They make power-point presentations through audio-visual aids, for which computers, laptops, notebooks, pen-drives, projectors and other accessories are made available to them. Internet facility through Wi-Fi is also available. PG students also avail these facilities for making presentations in their seminars. There is a cyber room to use internet facility for the staff and students.

Computer workshops are also conducted for the faculty and office staff to upgrade their knowledge and skills.

The college has a dynamic website which provides all necessary information about the college and its faculty – its layout, prospectus, hostel facilities etc. It also provides facility for online admission. Faculty as well as students can have access to all the latest information. All events, notices and developments are posted on the website and it is regularly updated. AMC for its maintenance and up-gradation has been given to a reputed software firm.

The college has 3 smart classrooms with Projector, Visualizer, Interactive panel, Writing Pad and Smart Board. It facilitates the use of ICT resources by staff and students for the development of teaching/learning materials.

4.4 Maintenance of Campus Facilities

An In-charge is appointed by the college for general maintenance with 8 persons under her for routine cleanliness of the campus including the hostel buildings.

A team of 5 gardeners, under the supervision of the botany department, to look after the upkeep of the garden area surrounding the college. They are provided with a motorised lawn mower to keep the lawns spruced up. The gardeners also ensure that the flower beds are kept blooming round the year with seasonal flowers.

For the maintenance of 18 laboratories, there are 8 lab assistants and 12 lab bearers. They are entrusted with the responsibility of keeping all the equipments and apparatus safely. At the end of each session, during physical verification of all equipments, lab assistants take up the task of identifying equipments that require repair, replacement or re-calibration and the same are got repaired / re-calibrated by technicians well before the next session starts.

Though voltage fluctuation is not an issue in Jaipur city, all computers are protected by UPS and all AC's are fitted with stabilizers. The college also has a 62 KV Generator to take care of sudden and unexpected power failures. There is a full time electrician to take care of small electrical repairs. To ensure that all electrical equipments run efficiently, energy audit is conducted every year. On their advise, internal wiring has been changed at many places.

For regular maintenance, we have AMC for computers and its accessories. For maintenance of ERP solutions, a team of support engineers makes sure that the user faces no problem and provides quick solutions by e-mail or phone call, in case of need.

For major repairs and maintenance of the building, we have reputed contractors on our panel.

Maintenance/repair of all classroom furniture is carried out during the summer vacations, and condemned articles are auctioned off. The college has an old association with a team of visually impaired artisans who carry out the caning of chairs every year.

One person is specially appointed for the general upkeep of the swimming pool, and for keeping the gym equipment in proper condition.

Library books are well maintained by regular termite treatment. Books that develop any kind of damage or tear are given for binding.

Fire extinguishers are installed at the hostel and at the power supply house.

All round hygienic conditions are maintained in the college – in the hostel kitchens, college canteen, drinking water spaces and toilets for which sufficient staff are deployed. The college has excellent waste management system wherein the biodegradable waste from the hostel mess and canteen alongwith the green waste from the lawns is treated for making compost. Two gardeners have been trained for this. This serves a dual purpose of waste disposal as well as rich manure for the college gardens.

The infrastructure facility in the clean green and eco friendly campus provides a perfect environment to the students for their over-all personality development.

Criterion V – Student Support and Progression

Institutions are known and enriched by the performance and progress of their students. They are the brand ambassadors of the Institution.

5.1 Student Mentoring and Support

The college is sensitive to the needs of its new entrants, it takes care to apprise them about the activities and academic plans. The first step in this direction is that the institution publishes its updated prospectus annually before the admission process begins.

Information/Contents of the Prospectus and Website

A. Prospectus

- The prospectus outlines the vision and mission of the college.
- A committee reviews the prospectus and its contents every year.
- A revised and updated prospectus is brought out annually, which being of a convenient size makes it easy for students to carry with them.
- The prospectus provides all the necessary and useful information required by the students. Apart from listing the names of the members of the governing body, the academic staff and ministerial staff, it gives complete details about all the subject combinations available for the students.
- The subject combinations are reviewed every year and new combinations are added in the light of the new subjects introduced and the unpopular ones with diminishing strength are discontinued.
- Details about the fees structure, information about the financial aid available to meritorious and needy students and the scholarships and prizes awarded to the students are included in the prospectus to make them strive to improve their performance.
- The prospectus contains complete information about the academic, extra-curricular and sports activities of the college as well as all the facilities with regard to them.
- Information about hostel facility and procedure to get admission in the hostel is well-defined in the prospectus along with the criteria for room allotment.
- It carries the timetables of all the three streams of arts, science and commerce of undergraduate and postgraduate courses along with class room numbers.
- It states the rules and regulations of the college in order to instill a sense of discipline and respect for the institution among the students, which lays the foundation for true education.

B. Website

- The college possesses a rich and informative website along with vibrant photo gallery of activities, regularly updated on www.kanoriacollege.in. The dynamic website offers comprehensive information about college, its objectives, admission procedure, subjects available, freeships and scholarships, management committee,

teaching, administrative and ministerial staff, co- curricular activities, calendar of events, clubs and cells, NCC, NSS, coaching and remedial classes, short term courses, hostel and sports facilities, canteen, prizes and awards.

Support Services/Facilities Available for the Students

- ✓ For students from SC/ST, OBC and economically weaker sections
 - Students belonging to middle and lower classes with less opportunities of education are given proper attention by the college administration. Equity and access is given to all.
 - Students belonging to low- income group are provided with financial aid to motivate them to take admission in college and pursue studies.
 - The number of students belonging to SC/ST/OBC in sessions - 2010-2011 was 813 out of total 4671 and in session 2011–2012 number is 1009 out of total 5190 and in 2012-13 number is 1635 out of total 5557 and in 2013-14 number is 2062 out of total 6204 students.
 - The college has in place a UGC sponsored formal and structured coaching facility for the students. UGC has granted financial assistance to run Remedial Classes for SC/ST and OBC students.
 - The college abides by the rules set by the State Government regarding admission of students belonging to reserved categories and BPL families.
- ✓ For students with physical disabilities
 - Physically challenged students get admission as per the rules set by the State Government.
 - Special ramp with side supports has been constructed for their convenience in the college
 - The college has a wheel chair to provide better mobility to the physically challenged and to the students who are injured.
 - Students with weak eyesight or myopia get special attention from their teachers who give details of course material orally.

Overseas

- Students from neighboring countries like Nepal seek admission in the college and the college facilitates them by providing hostel facility, though their admission to the college is based on the policy of the Directorate of College Education and University of Rajasthan. Since the institution does not have students from other countries, no special support system has been devised to look into the matter of the overseas students.

- The learning environment become vibrant and when students from different backgrounds compose the class. The college has the set rolling to enter exams the era of globalisation where students of other countries will join the college, recommended by ICCR, and make environment cross-cultural.
We can say that the college has become international. Students from Abroad will get to India and its rich culture.
- Indian Council of Cultural Relations has identified the College for directing its foreign students for admissions to undergraduate courses.
- ✓ Opportunities for students to participate in various competitions - National and International
The college endeavors to provide a framework and atmosphere of learning, which will make available to the students activities and experiences which foster personal growth and leadership qualities that will assist students in their social, vocational and academic pursuits.
 - The college time-table has built in slots for various curricular and extra-curricular activities in the form of in-house competitions and trainings (for e.g. debates, elocutions, dancing, singing, skits, quiz, photography etc.).
 - It prepares the students to participate in competitions within and outside the college and in other cities.
 - Apart from preparing students for various competitions, faculty members also escort them to other colleges and institutions.
- ✓ Medical assistance to students: health centre, health insurance etc.
 - Under the supervision of the faculty of home science, a first aid box with all general medicines, bandages, cotton gauges is readily available in the home science lab, store and hostel to meet any kind of health emergency. In case of any serious problem, the college takes assistance from 108 health emergency facility, provided by the Directorate of Medical Health, Jaipur.
 - The college does not provide any kind of insurance facility to the student.
- ✓ Coaching classes organized for competitive exams
 - The college offers UGC sponsored coaching facility for the students. It enjoys UGC grants for running coaching classes:
 1. For entry in services
 2. For preparation for NET and SET
 - In the past three years, coaching has been provided for appearing in Preliminary examination of Rajasthan Administrative Services, UGC NET – general paper and subject papers, Teachers' Entrance Test, II and III Grade State Government Teachers Recruitment Exams and Bank Clerical Recruitment Exams.
- ✓ Skill development (Spoken English, Computer Literacy, etc.)
 - The college offers certificate courses in Functional English and Hindi.

- Communication Skills Club orients the students for interviews for entrance exams and placements in various companies.
 - Highly professional trainers, motivators, entrepreneurs are regularly invited to share their knowledge and expertise for inculcating positive professionalism in students.
 - Computer education is imparted to students through two different courses in the curriculum. The first course is Elementary Computer Application, which is a core subject for first year students of all the faculties. It consists of Computer Fundamentals and MS Office. The second course is BCA – Bachelors in Computer Application, which is an integrated course of three years.
 - Special lectures/seminars are frequently organized to update students about the latest technology. Eminent experts are also invited to guide the students. Internet facility is also provided to the students.
 - The college imparts training in various kinds of competencies such as soft skills, communication skills, interpersonal and behavioural skills and attitudinal change. For this, help of professional motivators and corporate trainers is also obtained, eg., in session 2010-2011 and 2013-14 GENPACT carried out comprehensive training program for 40 students of the college.
 - The college initiates personality enhancement, enrichment and capacity building programs. Guest faculty members and experts visit the college regularly to conduct special training programmes relevant for different value-added courses.
 - The institution provides facilities and cooperative environment for students who want to improve their language and communication skills, both oral and written wherein language (grammar, vocabulary and pronunciation) and study skills.
 - The college provides the facility of short-term summer courses to the students to develop their skills in various fields.
 - New skill enhancement courses are proposed in collaboration with Tata Institute of Social Sciences ,Whistling Woods International and SB Global Education. The courses offered are - Animation Art, Graphic Design, Digital Marketing, Event Management, Print and TV Journalism, News Reading and Enchroning, Tour Operation and Destination Marketing.
- ✓ Support for 'slow learners'
- The college organizes UGC sponsored remedial classes for slow learners. These classes take special care of students belonging to SC/ST/OBC and students of minority classes.
 - All three faculties i.e. science, arts and commerce conduct remedial classes throughout the academic session.
- ✓ Exposure of students to other institutions of higher learning/ corporate/business houses etc.

- Expert professional counselors as well as well-informed and competent faculty members of the college hold counseling sessions for students, supplementing their efforts with necessary hand books and reference material.
- Guidance is provided at both the levels - personal as well as group counseling.
- UGC sponsored Career and Placement Cell acquaints students with various companies and organizations. The cell organizes presentations, seminars and campus interviews and renders training in personality development and grooming for future campus interviews and recruitments.
- Year after year many companies, training institutes and entrepreneurs have been visiting the college. Business and corporate houses, at times, themselves train students, to help develop intellectual, emotional and social skills. They interact with the students to develop in them the ability to undertake risks, to grapple with the realities of life and inculcate the techniques of leadership, management and communication skills.
- Visits to industries, factories like Block Printing, Handmade Paper Units, Blue Pottery and companies like GENPECT, INFOSYS BPO etc. are organized to expose the students to their actual functioning.

✓ Publication of Student Magazines

A wall magazine-concurred, planned and written by the students also showcases students' creativity and writing abilities.

- The college has a healthy practice of publishing an annual round-up of events held during the whole year in the form of 'The Chronicles of Kanoria'. It features all the activities undertaken by the various clubs, associations and cells as also the important functions, events and celebrations besides seminars, workshops and special lectures conducted, all find a place in it along with photographs of various events photographs of students who have made a mark in some field.
- Students actively participate in the publication of the Chronicles by preparing reports on achievements, cultural events and celebrations, club activities, exhibitions and competitions.
- Students assist the faculty members and convenors in collecting and compiling information about events and prize winners.
- Students share their first-hand experience with all through Tours and Excursion reports.

Financial Aid to Students

Several kinds of financial aids are provided to needy and meritorious students.

- The college awards number of merit scholarships, which are instituted by faculty members and are also listed in the prospectus.
- Students' Aid Fund grants exemption in tuition fee to needy students and provides assistance for the purchase of books for 'Book-Bank' for such students.
- Special fee exemption is granted for national and state level achievers in debates, extra-curricular activities, N.S.S., N.C.C. and Sports. The quantum of exemption varies

according to the total income of the family per annum.

- A Committee is set up to decide upon the scholarships/ freeships/financial aid to be given to the students which ensures timely disbursement of aid.
- Department of Social Justice and Empowerment of the state government provides scholarships to scheduled caste and scheduled tribe students. The Directorate, College Education awards merit-cum-need scholarships.
- In the session 2010-2011 applications of 407 students, in 2011-2012 applications of 532 students, in 2012-13 applications of 602 students and in 2013-14 applications of 681 students were forwarded by the college to various governmental agencies for financial assistance.
- Approximately 10.25% students receive financial assistance every year.

Strategies to Motivate Student Participation

The college adopts a proactive approach to foster personal growth and leadership qualities that will enable students in their social, vocational and academic endeavors.

- The college time-table has a weekly period for various clubs and committees to conduct their activities.

The purpose of these clubs is two-pronged.

- a) To draw out latent potential of the student and generate an interest in different areas of learning.
- b) To prepare them to participate in competitions within the college and outside the college in Jaipur and other cities.

The track record of the college validates the efforts of various club activities.

- Well-equipped Gymnasium, swimming pool, play ground, auditorium, music room, cookery and tailoring labs, NSS and NCC units etc. help students to prepare themselves for various extracurricular activities with strong support system available from their teachers.
- *Students who take part in various co-curricular activities attend remedial classes in case they miss their regular classes. Teachers take extra pain to provide readings to active students. Since examinations are conducted by the University to which the college is affiliated, therefore, there can be no flexibility in examinations.
- *Nutritive and healthy foodstuff is provided in canteen, special diet is made available to the students of games and sports and NSS. Refreshment is made available to students who stay for long hours to prepare for co-curricular activities. Track suits, sports uniforms, blazers and sports kits are distributed to students participating in various sports.
- Physical Instructor and Committee Members make efforts to prepare students for co-curricular activities and accompany students to other colleges and cities for competitions.
- Fee exemption/concession is given to State/National level achievers in sports/extracurricular activities like NSS/NCC.
- Substantial support and guidance is provided to the students in preparing for the competitive exams. Numerous students prepare, appear and qualify in various

competitive exams, such as UGC-CSIR- NET, UGC-NET, SLET, Central /State services, Civil Services, etc.

S. No.	Particulars	Grant Sanctioned	Grant Received	Total Expenditure	Courses Run	No. of Students Enrolled		
						12-13	11-12	10-11
1	Remedial coaching for SC/ST/OBC (excluding creamy layer) and minorities	1500000/- (Fifteen lacs)	700000/- (Seven lacs)	755616/- (Seven lacs fifty five thousand six hundred sixteen)	In Science, Commerce and Arts Faculty	525	540	520
2	Coaching for NET/SET for SC/ST/OBC (excluding creamy layer) and minorities	1100000/- (Eleven lacs)	500000/- (Five lacs)	507423/- (Five lacs seven thousand four hundred twenty three)	NET	47	45	40
3	Coaching for Entry in service for SC/ST/OBC (excluding creamy layer) and minorities	1500000/- (Fifteen lacs)	700000/- (Seven lacs)	698571/- (Six lacs ninety eight thousand five hundred seven hundred one)	RAS Prelims, Second Grade Teachers Entry Exam, TET, Bank P.O.	330	314	283

Efforts for Facilitating Entrepreneurship Among the Students

To create awareness amongst students about avenues of self-employment and to develop entrepreneurial skills, the college has Productive and Entrepreneurship Club since 2001.

- The Club motivates students to recognize opportunities and to convert their hobbies and interests into business. It also introduces them to successful entrepreneurs.
- Leading entrepreneurs are invited to share their success stories. Ms Archana Surana, Director ARCH Academy, Roopa Mehta and Dr. Geetika Kapoor from Poddar Institute of Management, Shailesh Kakkar from Mind Pool School of Management, Dr. Arvind Kalia, Marketing Head from Rajasthan Patrika have addressed the members of this club on entrepreneurial skills, marketing and on tremendous potential in running one's own businesses. In the session 2010-2011, apart from other activities of the club, Mrs. Shilpi Purohit, Joint Director, Commissionerate Industries, Government of Rajasthan, delivered lecture on the schemes run by Government for the promotion of women entrepreneurs. Mr. Swadesh Chandra Saxena, Chief Manager, PNB, disseminated information related to formalities regarding bank loans for starting ones' enterprise.

- Students regularly participate in Biz Plan Competitions organized by NFTE - USA, I Create and Merrill Lynch. Students of this college have won prizes at the regional and national level in 2008, 2010 and 2012.
- In the sessions 2011-2012, 2012-13 and 2013-14, I Create, Rajasthan has organized a seven day workshop to train and encourage students to choose entrepreneurship as a viable career option. Reputed businessmen of Rajasthan shared their experiences, challenges and success mantras with students. Students were informed about schemes and loans provided by banks to run a business successfully.
- Department of Science and Technology also organized a one month long entrepreneurship workshop for the students of Biotechnology in the session 2011-12.
- 'Earning while learning' is an approach adopted to motivate students towards entrepreneurship and sharpen their skills in the field. In this contest for the last two years, Rakhi Exhibition was held wherein handmade rakhies by the students were on display. Before Diwali, an exhibition and sale of handcrafted items, painted diyas and pots and other decorative items was organized.
- During the annual Youth Week 'Kasturi', a Mela is organized wherein different stalls of eatables like pani puri, sandwich, bhelpuri, chocolates and handmade cards, soft toys, handmade jewellery etc. are put up and managed by the students.

College as a Facilitator for Career, Academic and Personal Counseling

Counseling services are made available to the students in the college (academic, personal, career and psycho-social)

✓ Career Guidance and Counselling

Aiming to help individuals to find jobs suited to their abilities and interests, several career talks and job awareness programs are organized in the college.

- The college collects and disseminates educational and career information that could be of use to the students. The outcome of this is that students make regular enquiries about new courses and careers.
- The college library has a rich variety of subscriptions of various magazines like 'Competition' 'Success Review' (Hindi and English), 'Pratiyogita Darpan', 'Competition Master', 'Civil Service Chronicle' (Hindi and English), 'G.K. Today' and 'Employment News' (Hindi and English) and all the major newspapers through which students come to know about forthcoming competitive exams, job profiles, qualifications required and last date for applying.
- The faculty members of the college also provide information regarding the study material, methods of attempting questions and good coaching centers where students can seek admission.
- A career-counseling cell for students started functioning way back in the academic session of 1997-98 under the able guidance of Ms. Gerda J. Unnithan, former Director, Students Advisory Bureau, University of Rajasthan. Its year of inception was devoted to collecting material, assessing requirements and resources and a series of orientation lectures by Ms. Unnithan to students of all the three streams.

- Career Counseling cell and Placement cell make efforts to bring job opportunities at students' doorsteps. These cells also provide trainings and play pro-active role in inculcating soft skills to meet the requirements of various industries. It is an interface between the students and various companies and organizations. The cell plays pivotal role in imparting training in personality development and grooming for future campus interviews and recruitments.
- Expert professional counselors as well as well informed competent faculty members of the college have been holding counseling sessions individually and in groups, supplementing their efforts with necessary hand books and reference material.
- Counseling is provided at both the levels - personal as well as group counseling.
- Year after year, many companies, training institutes and entrepreneurs have been visiting the college. In last three sessions - Digicable Network (India) Pvt. Ltd., HDFC Standard Life Insurance Co. Ltd., Hindustan Coca-Cola Beverages Pvt. Ltd., AIESEC, Professional Tutorials, Global Talent Track, G "Storm", Orange NIIT, Asian Institute of Development and Academics, One Event, Avalon Aviation Academy, Frankfinn Institute, Zenith Consultant Services, Greycells, SMC, Fullerton, Institute of Clinical Research, Black Turtle, Picasso Animation were the major organizations which visited the college. They hired interns, trained students to help develop intellectual and social skills. They also conducted interactive sessions with the students to develop in them the ability to undertake risks, to grapple with the realities of life and inculcate the techniques of leadership, management and communication skills.
- In 2010-2011, NIIT and GNIIT organized scholarship examination. Greycells and SMC organized a seminar on event management that furnished information to students about new career options in the field of event management. The 'Institute of Clinical Research' and 'Black Turtle', recruited students for companies like Genpact and Deutsche Bank.
- In 2011-2012, Genpact, Amcat Solutions and Jaipur Rugs short listed students and sent them application letters. **Abacus Solutions** and **Infosys BPO** recruited 40 students and another 15 were recruited by **Genpact**. Approximately 13.75% students were selected out of 400 eligible students.

✓ Academic Counseling

- Academic Counseling of the students starts right from the time they come to take admission in the college. Admission Counseling Committee informs them about the best subject options they can go for and career options in various subjects. Teachers help students in classroom handling of syllabus and the question papers. HODs of all the departments keep track of regularity of attendance of students in the classes. Periodical tests are conducted to check students' academic progress. Departments organize remedial classes which students can attend as and when required. In the sessions 2010-2011 and 2011-2012, UGC sponsored remedial classes in all the faculties and coaching classes for NET and for entry in other

services which provided excellent platform for academic counseling of students. Students were encouraged to place their academic problems before teachers in class as well as outside the classroom. Teachers pay special attention to students who are more academically inclined and help them with additional information and reference material.

✓ Personal Counseling

For personal counseling – a Personal Counseling Cell and Women's Studies Cell play a catalyzing role to help the students in working out solutions of their personal problems.

- For psycho-socio counseling, Women's Studies Cell motivates students to understand and realize self-worth and to prepare a plan for their own lives. The cell in an open discussion with students tries to find out the problems and reasons for low attendance of students in classes especially in the faculty of arts. Impact of serials on television in stereotyping woman's image in society, legal rights of women, issues regarding child marriage, female feticide, sexual harassment of women in family, public transport, place of work etc. are regularly taken up. Students are encouraged to express their views on these issues and are asked to share their personal problems. Thereafter, all their personal problems are discussed and students are counseled on one-on-one basis.
- Personal Counseling Cell plays a vital role in suggesting solutions to personal and psychological problems of students and also helps to relax strained relationships between students and their parents.

Grievance Redressal Cell

Constant efforts are made by the college administration to supervise smooth functioning and quality sustenance. An important measure in this direction is the students Grievance Redressal Cell.

- Two Cells – **Grievance Redressal Cell for Students** and **Grievance Redressal Cell for Hostel** are active in looking into the problems of students.
- Students approach these cells with varying problems – personal, intra-personal, those related to academics, teachers or lack of cooperation from non-teaching staff, loss of property or other infrastructure failures. Patient hearing to individual or group grievances is given and the institution accordingly takes remedial steps.
- If need be, the Principal talks to the person concerned and directs her to take remedial steps. In case of problems related to teaching quality, matter is seriously looked into and after verifying the facts the teacher concerned is directed to take corrective measures.
- Grievances and requests and demands related to student activities are also often referred to the Dean Students Activities and NSS in- charge, Warden of the Hostel and DPE - for appropriate action.

- A suggestion box is placed in the library in which students can put their suggestions and grievances. Grievance Redressal Cell for Students regularly checks the box and takes appropriate action on the suggestions made by students.
- Apart from the Warden the Grievance Redressal Cell for Hostel addresses problems of the hostel inmates.
- There have been no major issues in the last couple of years worth mentioning.

A. Resolving Issues Pertaining to Sexual Harassment.

- A Committee under the convenorship of a senior faculty member and social activist Dr. Renuka Pamecha was first constituted on 26.7.2005 with the intention to prevent and act against sexual harassment of women students. Thereafter, a committee is formed as per the directions of the Commissioner, College Education in compliance with order of Hon'ble Supreme Court to check and prevent the incidents of sexual harassment of women.
- The committee carries out extensive campaign to stop eve teasing and molestation in public buses, public places and in the neighbouring areas of the institution. Student participation in such campaigns is encouraged and they are actively involved in activities that help in empowering them besides making them aware of the issues and solutions to the problems related with sexual harassment.
- Visits to 'Mahila Thana' and 'Mahila Ayog' are organized for the students.
- The committee members also address personal problems of sexual harassment of girls within their families or neighbourhood and practical solutions are suggested to them.

B. Anti-Ragging Committee in the College

- Anti-Ragging Committee is formed at the very beginning of each academic session that keeps vigilance over any kind of ragging both in college as well as hostel.
- The committee at the very outset, in college orientation programme, states the Supreme Court order on ragging and the punishment associated with it.
- There have been no major issues in the last couple of years.

Welfare Schemes for Students

- Several kinds of financial aids are provided to the needy and meritorious students.
- The college awards numerous merit scholarships which are instituted by the faculty members or their relatives.
- Students' Aid Fund grants exemption to the needy students and provides assistance for the purchase of books from the Book-Bank meant for needy students.
- Special fee exemption is granted for national and state level achievers in debates extra-curricular activities, N.S.S., N.C.C. and Sports. Nine students have benefitted in the session 2011-2012 from it.

- The quantum of exemption varies according to the total income of the family per annum.
- A subsidised canteen with two dining halls separately for teachers and students is sufficient well-furnished infrastructural facilities such as tables and chairs, functioning water cooler with Aqua Guard are available.
- Structured student counseling (both career and personal) support system is part of the college students' welfare scheme. A counseling cell comprising senior faculty members especially from the department of psychology, sociology and members of career and placement cell are readily available for any kind of guidance and advice.

Alumni Association

The founder Principal of this college established a healthy practice of having an 'Alumni Association' since the very beginning though **it is not a registered body**. Every graduate passing from this college ipso-facto becomes the member of this association. An institution is known by its alumni as they mirror the rich traditions and values of their alma mater in the society. The old students of this college have also made a distinctive place for themselves in the society.

- This association provides a forum where alumni can network with each other and it also serves as a link between institution and its pass-out students.
- The Association invites old students to attend meetings and discuss the ways to contribute to the college activities and its growth. Old students are regularly invited in the capacity of judges for the Youth Week 'Kasturi' competitions. They are invited for college functions (both academic and extra-curricular) so as to make them feel as a part of the college. For the academic growth of the college association seeks cooperation from the alumni from different walks of life to enhance and enrich the present students.
- Renowned kathak dancer, Perna Shrimali visited the college to perform Kathak and deliver a lecture on intricacies of the dance form. Padma Shri Krishna Poonia, international athlete, visited the college as chief guest on the inaugural function of the college 'Youth Week'.
- There are many ex-students of the college who are serving as faculty in the college.
- Pragya Paliwal is member of present Management Council of the college.

✓ Alumni on Prominent Positions

- | | |
|-------------------------|---|
| 1. Ms. Krishna Poonia | Padma Shri awardee, Gold Medalist-
Commonwealth Games, Silver Medalist-Asian Games |
| 2. Ms. Perna Shrimali | Kathak Maestro |
| 3. Ms. Sangeeta Gerola | IAS |
| 4. Ms. Vanali Gupta | IAS (Allied) |
| 5. Ms. Garima Bhatnagar | IPS |
| 6. Ms. Sapna Tiwari | IPS |
| 7. Ms. Mamta Kochar | IRS, Delhi (Indian Revenue Service) |
| 8. Ms. Deepti Kachawa | RAS, Deputy Commissioner, JDA, Jaipur. |

9. Ms. Sudha Raina	Ex-Chairperson, State Social Welfare Board
10. Ms. Kavita Srivastava	Secretary, PUCL and Social Activist
11. Ms. Debangi Swarnkar	IAS, 2011
12. Ms. Shivangi Swarnkar	IAS, 2011
13. Ms. Aslam Khan	First Muslim IPS Officer
14. Ms. Neeta Boochra	President , FICCI Ladies Organization

Apart from the above-mentioned names, alumni such as – Inderjeet Babra is working in Central Allied Services, Dr.Shail Mayaram and Dr.Rima Hooja are serving in India's top development institutes. Pooja Daswani is pursuing her research work in Polymer Chemistry in Germany. Bharti Katta is a successful entrepreneur and runs a tiles factory in Jaipur. Another alumnus, Ms. Simranjeet is a marketing consultant in a multinational company in Dubai. Megha Jagawat is a dancer of international repute and she has performed in many countries. Anubhooti Arora has the privilege of being selected through SPIC MACAY's Gurukul scheme to be under the tutelage of Aruna Roy for two months. Chinmay Shalya prepared a documentary film, which was televised. Ranju Mehta, apart from teaching philosophy in college itself, is an honorary director of I Create, an NGO that helps in training and developing entrepreneurial skills.

5.2 Student Progression

Trends of students graduating to higher education or employment on the basis of observation.

- Students from Commerce faculty prepare for CA, CS, MBA, M.Com and higher courses in computing technology.
- Students from the Arts faculty tend to pursue post-graduation, advance courses in computers, MBA and a sizeable number begins preparation for selection to the State and Indian Civil Service Examinations.
- A fairly large number of students from the science stream opt for masters' degree and research work later
- The ones interested in teaching take exams of NET, SET and Pre- B.Ed.
- 60% to 65% of students enrolling for different postgraduate courses are graduates of the college itself.
- In general, the outgoing students of all the three faculties opt for career-oriented studies after their graduation.
- Some students enroll in diploma/certificate courses in fashion technology and interior designing.

Student progression	%
UG to PG	80%
PG to M.Phil.	40%
PG to Ph.D.	40%
Employed	
• Campus selection	13.75%

Student progression	%
• Other than campus recruitment	

Pass Percentage And Completion Rate

- After the declaration of results by the University, the college makes its own efforts to compare the results of the students in relation to other colleges of the affiliated University.
- The college itself prepares list of the position holders and the students securing highest marks in different subjects in all the faculties within the college and awards them on annual prize distribution day.

The details of programme wise pass percentage and completion rate for the last three years are below.

Pass Percentage

Courses	2012-13	2011-12	2010-11
B.A.	92	78	95
B.Com	91	99	99
B.Sc. (Maths)	98	95	96
B.Sc. (Bio)	98	97	92
BBA	100	100	75
BCA	100	100	100
B.Sc. (Biotech)	96	100	100
M.Sc. (Env. Sc.)	100	100	100
M.Com	-	-	-
M.A. (English)	100	96	83
M.A. (History)	85	96	59
M.A. (Pub. Admn.)	100	100	79
M.A. (Pol. Sc.)	86	91	100
M.A. (Sociology)	-	100	86
MJMC	100	100	100

Completion Rate

Courses	2012-13			2011-12			2010-11		
	Enro lled	Appea red in the Exam	Clear ed	Enroll ed	Appea red in the Exam	Clear ed	Enroll ed	Appea red in the Exam	Clear ed
B.A.	307	306	283	375	369	288	293	291	276
B.Com	783	780	737	720	714	709	594	592	585
B.Sc. (Maths)	126	123	121	89	83	79	28	28	27
B.Sc. (Bio)	58	58	57	93	91	89	80	79	73
BBA	58	58	58	96	96	96	111	110	83
BCA	22	22	22	57	57	57	58	57	57
B.Sc. (Biotech)	24	24	23	22	22	22	26	26	26
M.Sc. (Env. Sc.)	8	8	8	11	10	10	17	17	17
M.Com	-	-	-	-	-	-	-	-	-
M.A. (English)	53	48	48	51	51	49	62	62	54
M.A. (History)	15	13	11	27	27	26	23	22	23
M.A. (Pub. Admn.)	12	11	11	10	10	10	16	19	15
M.A. (Pol. Sc.)	22	21	18	23	23	21	17	15	15
M.A. (Sociolog y)	-	-	-	9	9	9	22	21	18
MJMC	8	8	8	10	9	9	12	12	12

Facilitating Vertical Mobility

The institution facilitates student progression to higher level of education and towards employment.

- Sessions by career counselors are held to apprise the students various about career options.
- The placement cell of the college facilitate students of the college to get direct employment from the campus by inviting companies and recruitment agencies.
- Entrepreneurship and productive work club assists to inculcate the skill of self-employment and self-reliance

- The college arranges internship programmes for students and in particular B.Com, BBA, BCA, B.Sc. Biotechnology and MJMC students.

The college developed a mechanism to gather information about the ongoing career and achievements of its alumni. For the students pursuing graduation, a form is filled by the students informing their plans after completing their UG/PG from the college, their preferred career options and training, if required.

Motivating Disinterested Students

Special support is provided to students who are at risk of failure and dropping out.

Though the number of dropouts in the college is *almost negligible* still the college makes effort to motivate and convince the students to continue with their studies, who otherwise are compelled to leave due to various reasons, often marriage being one of them.

- The college tries to accommodate such students with a convenient timetable and gives due consideration while allotting sections to them.
- Teachers make extra efforts to make reading material and books available to such students and give extra time to solve their academic problems.
- Remedial classes in all the faculties reduces the problem to a good extent.
- Personal Counselling is also given to the students to enable them to meet the challenges of the course and also at personal level so as not to dropout from the college.

5.3 Student Participation and Activities

There is a wide range of sports, games, cultural and other extracurricular activities available to students. Details of participation and program calendar is as below:

- Sports and Games – Swimming, Wrestling, Cricket, Judo, Archery, Table Tennis, Chess, Basket Ball, Hand Ball, Kabbadi, Kho-Kho, Badminton, Athletics, Hockey.
- Cultural and other extracurricular activities - Essay writing, Poetry, Calligraphy, Debate, Extempore Speech, Dance, Mandana, Mehndi, Quiz, Power Point Presentation Making, Poster making, Product Promotion, Craft Creation, Photography, Sketching, Nukkad Natak and Model making.

Major cultural and extracurricular events of the college:

- ❖ Foundation Day
- ❖ Orientation Programme
- ❖ Freshers' Day Celebration
- ❖ Teachers' Day
- ❖ Hindi Divas
- ❖ Workshops
 - Creative Writing

- Entrepreneurship
- Anchoring
- Dance and Music
- Rangoli, Mandana
- Gardening
- Theater
- Photography
- Ethical Hacking
- ❖ Dandiya Festival
- ❖ Educational Tours and Excursions
- ❖ Kavi Sammelan
- ❖ Youth Festival (Kasturi)
- ❖ Annual Prize Giving Day
- ❖ Graduates Receptions
- ❖ Farewell Party
- ❖ National Service Scheme (One Week Camp)
- ❖ National Cadet Corp Activities
- ❖ Sports and Games

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 are provided hereby:

Laurels won:

General Championship in Sports has been awarded by the University to the college for being the highest scorer in Inter-college sports events.

**Games & Sports
Statement for the year 2013-14**

S.No.	Game	Intercollege tournament	Inter University Tournament (Selection)	All India Tournament (Selection)	Open State Level Selection	Open National (Selection)
1	Basketball	Winner	6 players	-	4 players	4 players
2	Handball	Winner	2 players	-	-	-
3	Cricket	Winner	2 players	-	3 players	3 players
4	Badminton	Winner	1 player	-	3 players	3 players
5	Tennis	Winner	1 player	-	2 players	-
6	Cross Country	1 Gold Medal	2 players	-	-	-
7	Football	Runner	1 player	1 player	-	-
8	Swimming	7 Silver 2 Bronze	3 players	-	-	6 players
9	Wrestling	1 Gold Medal 2 Silver Medal	1 player	1 player	2 players	1 player

		1 Bronze Medal				
10	Judo	4 Bronze Medal	-	-	-	-
11	Archary	4 Gold Medal 2 30mt., 50Mt. Indrin round 2 Recove Round	3 players	3 players	3 players	2 players
12	Kho-Kho	Runner	-	-	6 players	3 players
13	Athletics	1 Gold Medal 2 Silver Medal 2 Bronze Medal	-	-	-	-
14	Hockey	Winner	-	-	-	-
15	Table Tennis	Runner	-	-	-	-

Sports Awards by the State Government (2012-13)

S.No.	Name of Player	Amount	Game
1.	Navita Sharma	- 20,000/-	Handball
2.	Anisha Sharma	- 50,000/-	Kho-Kho
3.	Meenakshi	- 50,000/-	Kho-Kho
4.	Roshan Meena	- 50,000/-	Kho-Kho
5.	Renu Meena	- 50,000/-	Kabaddi
6.	Shivani Tomar	- 20,000/-	Handball
7.	Anita Meena	- 3,70,000/-	Handball+Basketball
8.	Manisha Meena	- 3,70,000/-	Handball+Basketball
9.	Bhawana Meena	- 50,000/-	Kho-Kho
10.	Jaswant Rathore	- 3,70,000/-	Handball+Basketball
11.	Nidhi Sharma	- 3,90,000/-	Handball+Basketball+Netball
12.	Seema Sihoria	- 2,00,000/-	Archary
13.	Neera Sihoria	- 2,00,000/-	Archary
14.	Radha Yadav	- 20,000/-	Handball
15.	Aashana	- 20,000/-	Handball

College International Players

S.No.	Name of Player	Game	Place
1.	Richa Gaur	Taekwondo	Bangkok
2.	Geeta Meena	Football	Thailand
3.	Shweta Chaturvedi	Lawn Tennis	Austria

(2011-12) Tournaments/Participation/Medals

Games	All India Tournament (participation)	Open State Level	Medal Inter- collegiate	Open National	Inter Univ. Level
Table-Tennis		3Tournaments		1 player	
Judo & Wrestling			1-Gold 6-Bronze	1-Gold (judo)	

Cricket			Runners up	2 players	3 players
Basketball	5 players		winners	1 player	5 players/ winners
Handball			winners		2 players
Athletics		1-Gold	1-Silver 1-Bronze		
Chess		1-Gold	1-Gold		
Archery			Winners (2 Gold)		1 player
Softball		2 tournaments			

(2010-2011)

Game	Open Nationals	Inter University Level (selection)	Medals Inter Collegiate
Table Tennis		2 players	
Kho-Kho		2 players	
Judo		1 player	1-Gold 2-Silver
Cricket	2 players	4 players	Runners up
Wrestling		1 player	1-Gold 3-Silver 2-Bronze
Archery		1 player	1-Gold
Swimming			1-Bronze
Basket Ball		4 players	winners

Cultural and Academic Activities

2010-11

College Level

Debate, Extempore Speech, Dance, Mandana, Mehndi, Quiz, Poster making, Ad Creation, Essay writing, Photography, Poetry, Product Promotion, Craft Creation Competitions took place in the college for which students won prizes.

Inter-Collegiate Level and District level, State level and National Level Prizes

Debates (Hindi, English and Sanskrit) – 12 students won Prizes

Dance – 16 Students won prizes

Quiz – 6 Students won prizes

2011-2012

Choreographer Ms. Aditi Sharma organized 15 days Folk Dance Workshop under the banner of Cultural Club of the college. 30 students were trained in three major forms of folk dances

College Level

Debate, Extempore, Speech, Dance, Mandana, Mehndi, Quiz, PPT Making, Poster making, Essay writing, Poetry, Product Promotion, Craft Creation, Photography, Sketching, Nukkad Natak and Model making competitions took place in which students won prizes.

Inter Collegiate Level and District level and National Level Prizes

The College Stood 5th in Intercollegiate dance competition – Bhaskar-e- Azam

Debate (Hindi, English) – 18 students

Dance – 20 students

Quiz- 8 students

Regional Level Business Plan Competition - 1 student

National Level Business Plan Competition - 1 Student

- NSS is a very important activity of college students. NSS units are active in various events and competitions held at college, state and national level. The college has been selected for organizing State Level annual NSS programme for the last three consecutive years.

NSS Awards

2010-2011

National Award - 1 (Priyadarshini National NSS Award)

State Level Best Volunteer

2009-2010

State Level Best Institution Award
Best Volunteer
Best NSS Officer

Feedback Analysis for Quality Improvement

The college seeks and uses data and feedbacks from its graduates and employee, to improve the performance and quality of the institutional provisions.

- The college environment is conducive for free expression by students of their aspirations and expectations. By exercising this freedom, they also partake in the growth and development of the institution.
- Various committees and cells of the college actively participate and involve the students to act towards the steady growth of the college.
- Regular feedback from the students regarding syllabi, courses, teachers' performance etc. serves as reinforcement for quality improvement in teaching.

- Regular meetings of teaching staff provide a forum where teachers can come out with their ideas and views regarding different areas of academics and co-curricular activities of the college.
- Non-teaching staff of the college has its own forum in which they share their opinions regarding the growth and development of the college. Thus teaching and non-teaching staff along with college management with the help of students' feedback ascertain quality improvement in the college.
- Regular SWOT Analysis (Strengths, Weaknesses, Opportunities, and Threats) helps the college to overcome its weaknesses and amplify its strengths.

Encouragement to Students to Write and Publish

The college involves and encourages students to write reports and prepare magazines.

- The college has a healthy practice of publishing annual round-up of events during the whole year in the form of '**The Chronicles of Kanoria**'.
- The students actively participate in the publication of the Chronicles' by preparing reports on cultural events and celebrations, club activities, exhibitions and competitions.
- Students assist the faculty members and conveners in collecting and compiling information about events and prizewinners.
- The students share their first-hand experience of Tours and Excursion through their travel reports.

Student Council

The details on the selection, constitution, activities and funding of the council is as below:

- Rajasthan High Court had banned student union elections in the University and colleges which now has been lifted. The practice of holding elections for Student Council has been revived recently.
- The Student Council consists of President, Vice President, General Secretary, Treasurer and Class Representatives.
- The Student Council is active in organizing various functions, events and celebrations. The Student Advisory Board supervises their activities and all expenditure incurred by them in holding such events. The Council also acts as a link between the students and helps promote the common goals of both the parties without conflict preserving order.

Involvement of Students in Academic/Administrative Bodies

- The various representations in Academic and Administrative bodies help students in overall personality development.
- The Creative Writing Cell, Grievance Redressal Cell for Students and Grievance Redressal Cell for Hostel of the college involves students as a part of the academic and administrative bodies.
- Students get an opportunity to help organise creative writing workshops and present their literary work before the audience.

- One ex-student of the college is given representation in the Management Committee of the college. Presently Ms. Pragya Paliwal, Director, Doordarshan is the member of the present Management Committee.

Networking and Collaboration with Alumni

The networking and collaboration with Alumni and former faculties helps in growth and grooming of students and prepares them to face the world outside the college.

- Alumni of the college is invited frequently to visit the college on the Foundation Day to judge various extra and co-curricular activities, to perform as an artist, to deliver special lectures, to motivate students as leaders and legendary sports persons to attend the meetings of management committee, etc.
- The college stays in touch with alumni through social networking sites and personal contacts.
- Some of the former faculty members are part of the management committee of the college. Former faculty members devote their services to college as guest lecturers.
- All former faculty members on Foundation day and Annual Prize giving day to be a part of the celebration.

Any other relevant information regarding Student Support and Progression which the college would like to include.

✓ Best practices towards Student Support and Progression:

1. Students Rapport with Teachers
2. Entrepreneurial Education
3. Vocational Education
4. Infrastructure Facilities and Amenities
5. Placements
6. Co curricular Exposure
7. Women Empowerment
8. Safe and Secure Environment
9. Feedback
10. Free ships and Aid
11. Result Oriented and Quality Education
12. Harmonious and Conducive Ambience for Learning
13. Hostel facility
14. Gymnasium, Swimming Pool and Yoga Facility
15. Awards, Prizes and Recognition
16. Personal Counseling
17. Refreshment and Canteen Facility
18. Mobile Phone Booth

Criterion VI – Governance and Leadership

6.1 Institutional Vision and Leadership

The interplay between the vision of an institution and the truth of current reality prompts it to constantly rethink, review and reshape its enterprise to exist in a demanding world. Management of this institution with its willingness and preparedness for change has been able to surmount the limiting factors and reinforce the growth process which is evident through the upward trend in the track record both in terms of quality and quantity.

Mission to Bridge the Gap between Vision and Ground Reality

The college was started by its founders to fulfill the national goal of making equitable accessibility of education to women, particularly at college level. The management has always kept in view the sacred objectives of the founders. Beginning with a handful of students in the year 1965 the college has grown from strength to strength. Growth of the institution all along has kept pace with the changing needs of time. Presently the student strength is 6500 approximately.

Milestones of the college

Academics – New Streams Introduced

- Graduation in Science in 1971-72
- Graduation in Commerce in 1985-86
- Post graduation in English Literature, History and Political Science in 1993-94.
- Vocational subjects Travel and Tourism Management, Computer Application and OMSP in 1998-99.
- Post graduation in Public Administration and Sociology in 1999-2000.
- Post graduation in Environmental Science in 2001-02.
- Post graduation in Journalism and Mass Communication in 2005-06.
- Professional Course BBA in 2007-08
- Professional Course BCA and Biotechnology in 2008-09.
- Post graduation in Commerce subjects in 2013-14.
- Post graduation in Geography and Drawing and Painting in 2014-15.
- Certificate and Diploma courses in Animation Art, Graphic Design, Print and T.V. Journalism, Digital Marketing, Event Management, Anchoring/Newsreading/VJ-ing, Destination Marketing, Tour Operations in collaboration with Tata Institute of Social Science, Whistling Woods International, Mumbai and S.B. Global Educational Research Pvt. Ltd., Kerala in 2014-15.

Infrastructure

- New College Building in 1967.
- Hostel Building in 1981 housing 54 students.
- New Library building in 1991.

- Hostel capacity increased in 1999 for 175 students.
- Nand Lal Kanoria Complex with an Auditorium, Seminar Hall, Swimming Pool, Gymnasium in 2007.
- Computerization of Library and Office in 2007-08.
- New Hostel Building in 2008 housing 100 students.
- Parking lot and Cafeteria in 2012.
- Smart classroom in 2012.

Facilitating Accessibility

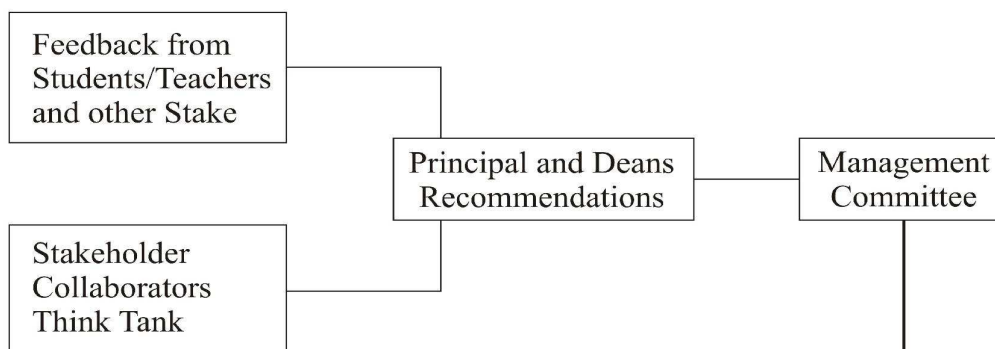
- Affordable fee structure
- Student Aid Fund to facilitate
 - ❖ Fee concessions and exemption on merit cum need basis
 - ❖ Free education and Hostel Accommodation to National and International Sports Achievers and Position holders in Board Examinations.
- Reservation policy being followed in accordance with the Directorate of College Education.

Formulating Quality Policy

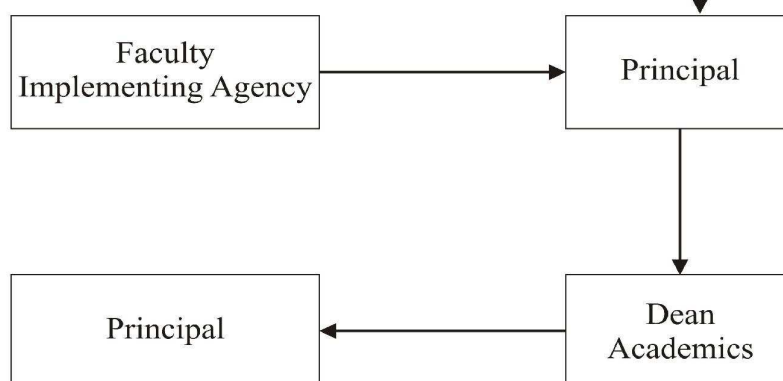
The growth of the institution has been possible because of its policies of extending the outreach and of quality assurance in terms of academic programmes. The policy has been formulated by consulting and considering the suggestions and recommendations from top down to bottom up with a focus on a shared goal.

In a democratic and participatory management the relationship between management and its employees and administrative heads and subordinates has to be bilateral for an effective policy planning and implementation. The process adopted by the college in this regard has the following steps.

Quality Policy Formulation



Implementation



The policy planning is done by the leadership, management or administration taking into account suggestion/recommendations of faculty and also the mindset and needs of its student population.

Policy Makers

The Management Committee generally meets thrice in a year whereas the Executive, Infrastructure and Finance Committee meetings are held more frequently to discuss all issues pertaining to administration, development and finance. Policy for recruitment of faculty, subordinate staff, infrastructure requirement etc. are considered by the Executive Committee and decisions on the fee structure, budget allocations, salary for unaided positions are taken by the Finance Committee.

Administration

Being the academic and administrative head, principal takes into account the suggestions/opinions of all stake holder for formulating policy.

The Principal holds the staff council meeting every month with an agenda. Points of discussion in these meetings are:

- Academic calendar and student progression, announcements of forthcoming activities and celebration, brainstorming for future plans, feedback from students and other stake-holders.

- University and State Government policies related to academic programmes, examinations service rules and career advancement opportunities of staff.
- Principal also review and ensures implementation of annual academic plan, students performance and supervises assessment of work load and appointment of new teachers with the help of Dean incharge of respected area.
- Meeting between the Deans and Principal is held on weekly basis.

Staff Council

Academic issues are discussed by the Staff Council and recommendations are formed there upon. Time table, syllabus division, internal assessment pattern, students curricular and extra-curricular activities remain within the purview of the Staff Council.

Staff Council also reviews the difficulties faced by them in implementing certain plans vis-a-vis students. They have the freedom to forward their suggestions and recommendations for change either through the Principal or through the Staff Representative to the Management Committee.

Components of Organization

The Management and the Head of the institution strongly believe in participatory management and decentralization of powers. The college has a well defined job profile for all the positions – teaching and non-teaching to avoid any overlap for quality and efficient functioning.

Management Committee : Power of all decisions regarding the institution vests in the Management Committee which is constituted in accordance to the provisions of Rajasthan Non Government Educational Institutions Act '89. It has representations of various stakeholders e.g. old students, staff, parents, Government, University etc.

Principal : As academic and administrative head principal is responsible for introducing new disciplines, updating library, participating in the recruitment process, keeping discipline and implementing the policies of the management. She also connects college with the Government, University and other Agencies.

Vice-Principal : To assist the Principal – a Vice-Principal is appointed who also officiates as Principal in her absence.

Deans: For proper distribution of responsibilities, the college appoints three Deans respectively for Academics, College Development and Student Activities. These deans are assisted by a committee comprising of teachers from all streams to connect to students of all segments.

HODs and Coordinators: The academic work and student progression is monitored by the Heads of the Departments. The head of the department looks into time-table, term-wise division of syllabus and purchase and monitoring of equipment and laboratories. They also

monitor the regularity of classes and check attendance registers on the last working day of every month.

Committees: Committees of academic and co-curricular work for the current session are formed. Every committee with 3-5 members plans, organizes and holds club meetings. They are expected to prepare a plan for their yearlong activities.

These committees work under Convenors who in turn report to the deans who have been assigned the charge of these committees.

Dissemination of Information

All information in the form of notices and office orders is put up for teaching and non teaching staff and the information relevant to the students goes on the notice boards. A comprehensive list of the staff members with their address, phone and cell numbers is available in the office.

- The college uses bulk SMS system for information sharing with students and staff.
- Google groups are also used.
- Website is updated regularly.

Champion Organizational Change

Management has been introducing new devices and patterns to keep to its mission statement. Periodically the policies and structure is being reviewed to bring about the requisite change. Its tries to create promotions avenues as a motivational device and offer stability to its employees.

- In last few years three positions of Deans have been created with a well defined work profile autonomy and a support system. Each Dean has a committee of 4-5 members from the middle and junior rung to assist them.
- Seniors members of the faculty are assigned the responsibility of newly introduced disciplines and courses.
- The office has been restructured with clearly demarcated responsibilities.
- Each stream has been assigned a faculty clerk to look into all the matters admission, results, examinations forms etc. and compile the entire data base.
- Contract forms have been designed for all teaching and non-teaching staff to offer them stability and job security along with making them accountable individually.
- Collaborations with other organizations for cultivating employability skills has been a major thrust area in the last few years.

Academic Leadership

Leadership in an organization particularly a live institution is viewed as the capacity to shape its future by sustaining the process of change. It grows from a capacity to hold creative spirit alive between the articulation of vision and the restraining factors surrounding the leader and the institution. Anticipation of challenges and perceiving change is what helps a leader to prepare for future process.

Academic leadership in the college is provided by the Principal. Her membership in various organizations, peer interaction, attending Principal's Conferences, Seminars, University Board of Studies and other Academic bodies prompts to identify new emerging disciplines which are introduced in the college the procedure followed is as under.

- Brain storing with the core groups to assess the viability and plausibility of introducing new programmes and courses.
- Sharing with the faculty members in the staff council meeting inviting comments and feedback and also suggestions and anticipated difficulties.
- Taking the recommendation of the Staff Council to the Management Committee for approval.
- At the implementation level first step is to constitute an Advisory Committee of eminent Academicians and Experts from other related departments.
- Recruitment of qualified and competent faculty.
- Building up of library and course material.
- Creating conducive environment and infrastructure.

Grooming Leadership at Various Levels

- Creating positions with autonomy and independent decision making along with individual accountability.
- Appointing committee convenors for organizing events and activities keeping in mind their skills and competencies.
- Budget allocation is done to enable them to work with a free hand but within resources.
- Annual appraisals are designed to include assessment of their participation and organizational skills.

Participatory Culture

The administrative structure is decentralized Deans, HODs, Committee Convenors and Co-ordinators are empowered within their scope and are responsible and accountable to the Head of the Institution and Management. Formal meetings and informal feedback sessions are held periodically to monitor and review the programmes. In the event of any shortfall or short coming, the required changes are made in consultation with the management.

Planning and Monitoring

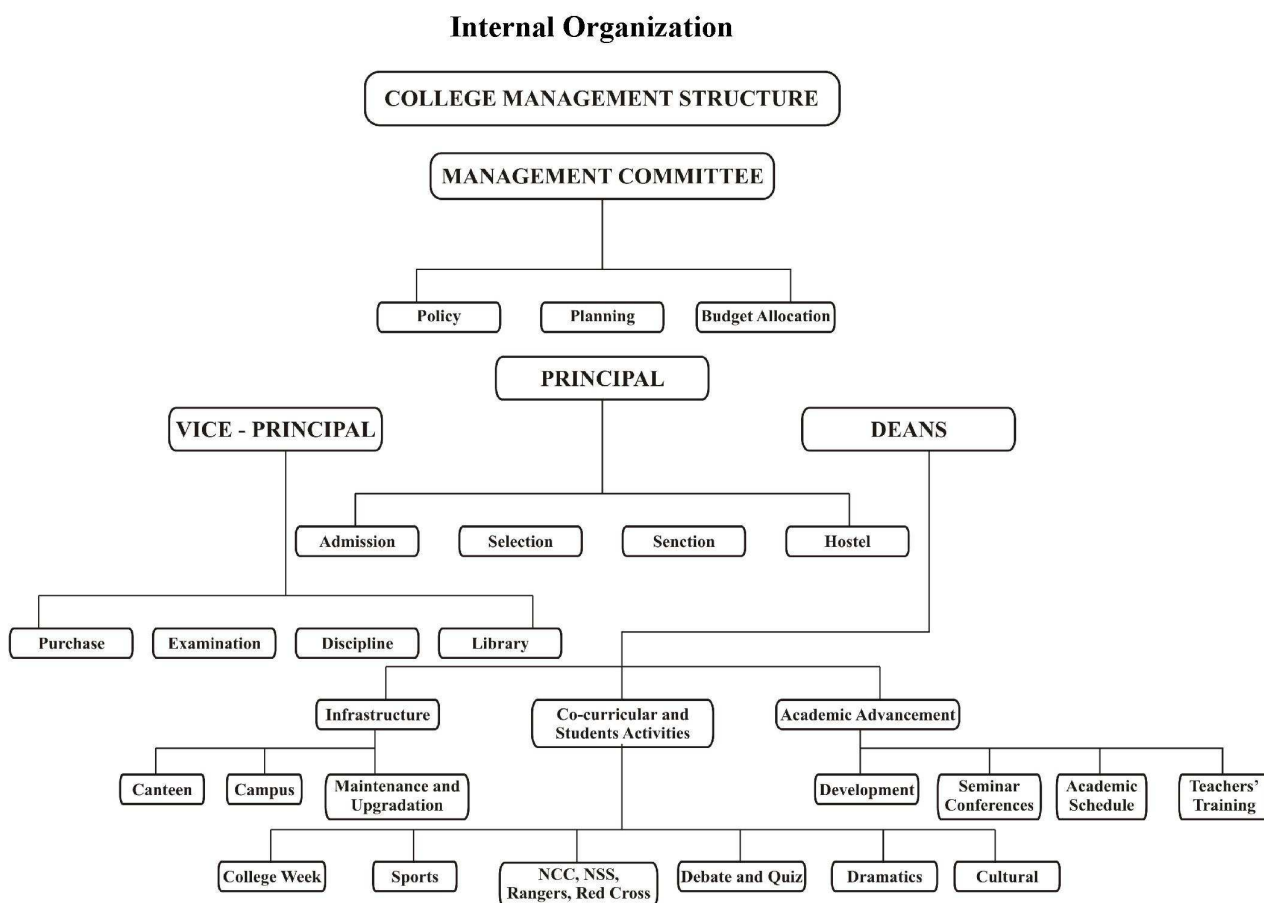
- The functioning of college administration is participatory, yet has a clear work division emphasizing individual responsibility.
- All committees and departments hold their planning meetings and also review the progress periodically.
- Students progress and problem of absenteeism are discussed in the faculty and staff council meetings too.
- Duties are assigned to organize various events and functions in the college. Students are also involved in organizing these functions.

- Committees chart and plan their activities and then the committee convenor holds meeting with the Principal to apprise her of the progress.
- Instructions in writing are issued with clear details of every step of organizing.
- Report of every event and minutes of every meeting are entered in a common register.
- Meeting with the Committee Convenors is held as and when required.
- Profile, work schedule and deadlines for the office staff are laid out clearly and monitored continuously.

6.2 Organizational Arrangements

The focus of the institution is on accessibility of education to different sections, constantly improving the teaching learning process, creating facilities to match requirements introducing new departments or career oriented courses to enable students to face the challenges of global economy. The college makes concerted efforts to upgrade the teaching skills and scholarship of faculty members for enhancing quality in the delivery of content.

It proposes to concentrate on providing facilities to supporting staff to improve their efficiency and proficiency. It linking promotions and emoluments with performance is to be followed.

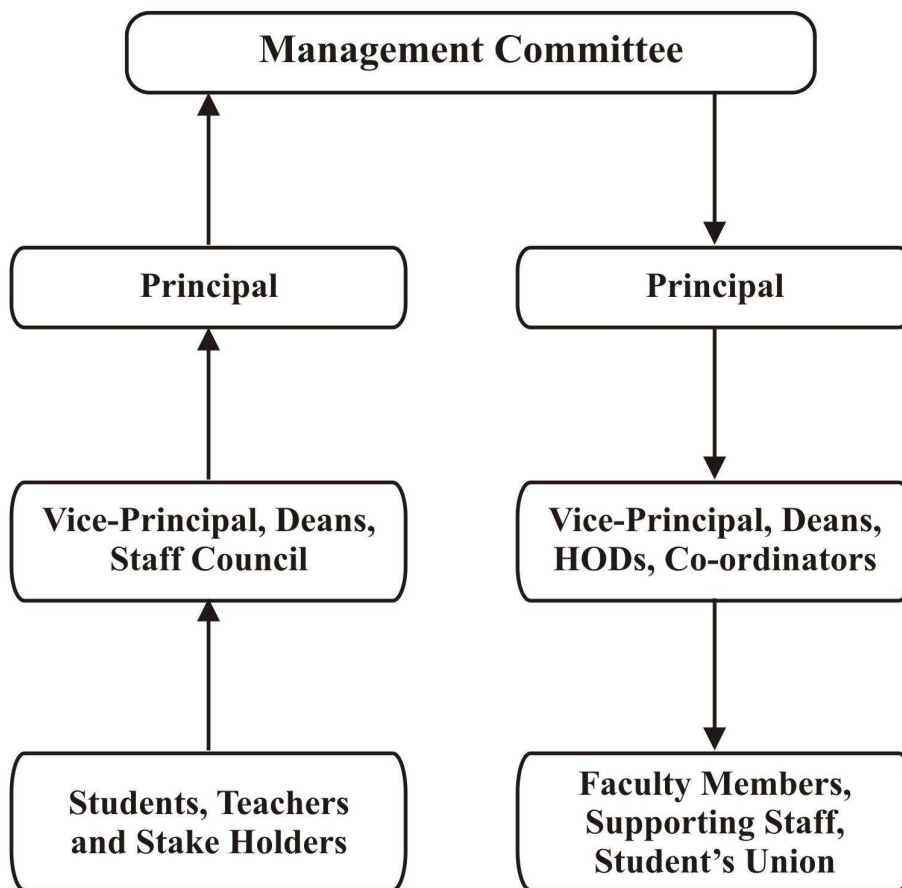


Decision Making Process and Deployment

Final decision on every proposal for the development of the college is taken by the Management Committee which includes teachers and students representatives as its constituents. Before it goes to the Management Committee, the proposal is assessed by the Executive Committee and Finance Committee in terms of its relevance and viability.

All such proposals are drafted by the Principal based on the suggestions of the concerned departments and committees. Student's demands, complaints, requirements and expectations are also considered primary to the planning of future programmes and endeavours to be undertaken by the college in keeping with the objectives of the institution and national goals of women's education. Computerization of Library and office, launching of a website and introduction of new vocational and professional courses are some of the examples of advancement made by the College in the recent years.

Decision Making Process and Deployment



Quality Improvement Strategies

Teaching and Learning

- Feedback from students and other stake holders is taken to improve the quality of teaching and learning.
- It is a year round feature to have teachers training programmes to upscale their scholarship, teaching techniques and communication skills.
- Holding National and International Seminars is an annual feature to keep abreast with new trends.
- Remedial classes : Care is taken to meet the requirement of the weaker students through remedial classes.
- The college adopts a continuous evaluation system to assess the students' progress and to prepare them for their final examinations.
- The official incharge of Infrastructure Heads the Committee which is responsible for the refurnishing of the class rooms so that they are ICT enabled, LCD projectors, Over Head Projectors, Interactive Boards have been installed in the class rooms.
- Moving along with change regular ICT training is organized for the teachers and support staff.

Research and Development

- The college encourages the faculty to undertake both major and minor research projects.
- Inter-departmental projects are particularly encouraged.
- Teachers are given the chance to pursue faculty development programmes. At present sixteen teachers are enrolled for Ph.D programmes.
- Study leave is permissible for Ph.D programmes and post doctoral fellowships.

Community Engagement

- Students are encouraged to take part in social service and community orientation programmes supported by the Students' Cell, Units of NCC, NSS and Rangers.
- The NSS Unit of the college adopts one Kacchi Basti every year and run awareness programmes.
- The college holds meeting a collaborations with NGO's to expose students to a broader picture.
- One computer center has been setup in the adopted Basti for literacy programme.

Human Resource Management

- The college has a decentralized administrative system which allows good space for all members of its faculty to function with autonomy in consonance with the central idea of the institution.

- The scope of upward mobility has had a motivating impact on the faculty and has been a measure of positive reinforcement on the part of the management.
- Duty Leave and Special Leave for additional academic and administrative work and Academic Leave for attending seminars and conferences are some of the facilities allowed to the staff to work with ease commitment and dedication.
- Some of the other welfare measures are facilities like Provident Fund, leave encashment for faculty and non-teaching both and ESIC, bonus and liveries for non-teaching staff.

Industry Interaction

- Department of Biotechnology and Business Administration organize visits to industries and factories.
- Department of Geography also plans visit to mining industries, cement plants and tourism industry.
- Department of Environmental Science takes the students to Pollution Control Board.
- Department of MJMC takes the students to print and electronic media centers.
- Students of all departments are taken for industry visits like Infosys, Genpact, Jaipur Rugs etc.
- The college organizes an interaction with industries operating in and near Jaipur to interact with the students like BPO industry, Aviation, Fashion, Banking and Insurance, Communications etc.

Sharing information with Stake Holders

At the administrative level all requests, suggestions, complaints are received by the Principal or are drafted by her in consultation with Committee Convenors and Deans and are then forwarded to the Secretary. The Head of the Institution and the Management are in communication with each other on regular basis. At an informal level, the Principal keeps the management updated telephonically. All permissions regarding infrastructure, finance, academic programmes are sent to the Management through an office note.

Two sub committees namely Infrastructure Committee and Finance Committee constituted by the Governing Body of the College meet frequently to review the activities of the College and advise on future course in their meetings. The recommendations of these Committees form the agenda for the Governing Body. In every meeting Principal's report is also tabled before the Governing Body.

Analysing Student Feedback

For students new subject combinations and a convenient time table is made on the basis of the feedback obtained from them. New programmes are also introduced on the basis of students' response. Demands of upgradation of technology for improved teaching methodology is the result of the data analysis of feedback from students and suggestions from faculty.

Management Council Resolutions

Date of the meeting	Proposals	Level of implementation
21/01/2012	Use of Electronic attendance machine	Implemented
	New PG Subject & Diploma courses	Approved & started
	Payment of leave encashment	Resolved & implemented
	Installation of solar water heaters in college hostel	Implemented/installed
	CCTV Cameras	Installed
	Repairing the college Boundary wall	Under construction
	Construction of new hostel building & basketball court, renovation of toilets	Committee constituted
	Maternity leave benefit to women employees after completion of five year service	Implemented
	Proposal to buy Microsoft software	Installed
01/05/2012	Payment of increased D.A. @12% to college employees as and when sanctioned by the state Govt.	Implemented
	Installation of Rain water harvesting	Work in progress
25/05/2012	Relaxation of fee deposition for self financed courses at one time for financially weaker students	Implemented
	Energy Audit	Completed

23/09/2012	Financial aid to needy students increased upto 50% of the fee.	Implemented
	Execution of service agreement of fixed salary teaching & non-teaching staff	Implemented
	Professional courses C.P.T. Tally Accounting & C. S. Foundation	Started
	M. Com. & B.A. (Physical education) course	Started
11/10/2013	Diploma & certificate courses of VMOU Kota Culture & Tourism, Computer, Functional English C.A.D.	Started
	U.G.C. Basic scale of Rs. 15,600/- per month to newly appointed teachers.	Approved & implemented
	Single faculty department with additional work load be given a salary of Rs. 15,600/- + 5400/- grade pay	Implemented
	Higher salary to teachers in Science subjects due to Paucity of qualified teachers	Approved & implemented
	Increase the salary of non-teaching staff	Implemented
	Putting up of doors for Godrej optimizer	Implemented
	Extension of term of the teachers retiring in mid-session till the last working day of every year	Implemented

30/04/2014

Approval of medical leave upto 7 day for serious illness for all permanent / temporary employees	Implemented
Annual profit pf the college be spent on developmental and extension projects	Approved
Felicitation of teachers doing exceptionally well in Teaching & Research by certificate of Appreciation from the college.	Approved
Future increment in the salary be linked with their annual appraisal	Approved/Implemented
Opening up new courses in collaboration With TISS Mumbai	M.O.U. signed
P. G. Courses in Drawing & painting and Geography	Started

Grievance Redressal

Executive Committee of the College acts as the Grievance Redressal Committee too. Principal is an ex officio member of this committee. The complainant and other concerned members are also invited in the meeting held for resolving issues. In the last two years the problems discussed were of general nature. Representations were received for salary, ESI, Provident Fund, leave encashment, bonus and medical allowance etc. and positive decisions have been taken in most of them. Anti Sexual Harassment Committee and Anti Ragging Committee have also been constituted.

Court Cases

Kanoria PG Mahila Mahavidyalaya, Jaipur List of Court Cases Pending

High Court				
1	I st.Appl	2200.138/2013	M.C.Kanoria PG mahila Mahavidyalaya V/S Nand Lal Garg	Abhay Bhandary,P.C. Shah, P.K.Sharma,Vimal Choudhary, Anant bhandari
2	X.Objection	31/2013	M.C.Kanoria PG mahila Mahavidyalaya V/S Nand Lal Garg	Abhay Bhandary,P.C. Shah, P.K.Sharma,Vimal Choudhary, Anant bhandari
3	X.Objection	32/2013	M.C.Kanoria PG mahila Mahavidyalaya V/S Satya Narayan Agrwal & Ors.	Abhay Bhandary,P.C. Shah, P.K.Sharma,Vimal Choudhary, Anant bhandari
4	I st.Appl	137/2013	M.C.Kanoria PG mahila Mahavidyalaya V/S Satya Narayan Agrwal & Ors.	Abhay Bhandary,P.C. Shah, P.K.Sharma,Vimal Choudhary, Anant bhandari
5	I st. Appl	174/2013	Miss Sushila Rani & Ors. V/s Nand Lal Garg	G.P.Kaushik - P
3	I st.Appl.	193/2013	Miss Sushila Rani & Ors. V/s Satya Narayan Agarwal & Ors.	G.P.Kaushik - P
7	I st. Appl	318/2013	Smt Rashmi Chaturvedi. V/s Satya Narayan Agarwal & Ors.	P.K.Sharma
8	I st.Appl.	319/2013	Smt.Rashmi Chhaturvedi V/s Nand Lal Garg	P.K.Sharma
9	Civil Writs	16833/2013	KanoriaChritable Trust v/s Commissioner Devasthan Dep Ors.	P.K.Sharma

Dist Court :-

1	Dist Court	401/2006	Ranjana jaitaly V/S/ Raj.Govt.	Tej Kumar Sharma
2	ADJ -2	232/2013	Kanoria Chritabla trust V/s Ranjana Jaitly (Election)	Vinod Kumar Jain, Virendra Kumar Godika
3	ADJ-11		Ms. Vijay Harish V/s.Rajasthan State and Others	Vinod Kumar Jain
4	AdJ-15		Swastik Constr. V/s Kanoria college	Vinod Kumar Jain

DEVASTHAN DEP

1			Kanoria Chritabla trust V/s Add.Direc.Devasthan dep.	Tej Kumar Sharma
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6.3 Faculty Empowerment Strategies

Professional Development Plan

Faculty

- Organizing Faculty Development Programmes every year at the beginning of the session. In each of the year 2012-13, 2013-14 and 2014-15 three days faculty development programmes were held in the month of July in 2012 and 2013 Resource Persons like Harshita Goyal, N. Raghuraman have conducted sessions and this year two senior faculty members Prof. Lata Narayan and Prof. Nusreen from Tata Institute of Social Sciences conducted three days workshop on Participatory Teaching Methodology.
- Faculty is motivated to participate in the academic activities of their discipline by allowing them academic leave.
- They are encouraged to prepare seminar proposals for which office assistance and required budget is provided and facilities are made available for organizing academic activities.
- They are relieved from their duties for attending refresher, orientation courses and also given leave for teacher fellowship.
- Half pay leave is also granted for post doctoral or other equivalent programmes.
- Collaboration with NGOs, Government agencies and industry is also permitted and appreciated.

Non-Teaching Staff

- Advanced computer learning and software development trainings have been organized.
- Workshop on improving efficiency and time management are conducted periodically.
- Leave permissible to them for appearing for examinations to upgrade their qualifications.

Appraisal of Performance

Self Appraisal forms are filled up by the faculty at the end of every session which is taken into account at the time of their promotion to senior and selection scale. Self appraisal form contains the information on classes taken, courses covered, seminars attended, innovations and teaching methodology adopted and publications. It also has space for suggestions and recommendations by the faculty members.

Feed back is also taken from students on the communication ability, teaching method of the faculty and the relevance of the syllabus. Their responses are discussed by the Departments and if need be, Principal speaks to the faculty individually.

The college has in place a formal appraisal form for both teaching and non-teaching. The forms filled by the teaching and non-teaching requires evaluation from the concerned Head of the Department, Co-ordinator, Convenor of the Committees, Deans and Finally Principal. All efforts are made to make the assessment objective and comprehensive as far as possible.

Appraisal and assessment is strictly confidential and is communicated individual to the faculty and other employees. It has been proposed by the Management Committee to link it with promotion and increments from this year. This will act as a positive reinforcement.

Welfare Schemes

- Other than mandatory provisions of Provident Fund, ESIC, PL encashment and gratuity payment to its staff the management has tried bring the salaries close as par with their government counter parts by allowing encouraging increments every year.
- Liveries are provided to all non-teaching staff - ministerial, lab staff and other class IV employees which are availed by all of them.
- Food Grain allowance is given to the applicants.
- Bonus before Diwali is disbursed at par with the Government employees of the state.

Attracting and Retaining Faculty

Regular timely payment of salaries to the faculty and staff by the management a good work culture and harmonious functioning of the administration not only attract good faculty but also motivates them to work better. Faculty members are recruited through a proper advertisement and a transparent selection process, UGC norms are followed for qualifications and selection board is constituted as per the state government rules. Additional allowance is paid to the faculty and staff for shouldering additional administrative and academic responsibility.

Experienced and renowned guest faculty is invited regularly to refine teaching early honorarium prescribed by UGC.

6.4 Financial Management and Resource Mobilization

All financial transactions are processed by the Accounts section of the office. At the beginning of the financial year the budget estimates are prepared by accounts section in consultation with the Office Superintendent and Principal. Budget estimates are first examined by the Finance Committee of the Management and then presented before the Management Committee. Before preparing the budget requirements from Deans, Committee Convenors and HOD's are taken. After approval by the Management Committee, sanctions under various heads are issued by the Principal.

The accounts of the college are internally audited annually by a Chartered Account Firm appointed by the College. The external audit done by Directorate of College Education and Accountant General's Office.

Audit Objections

Some of the audit objections in financial year 2013-14 by Account General's Office and their compliance is as under :-

S.No.	Objections	Amount	Resolved/Unresolved
1	Unrefined Causation Money	2.88 lacs	merged with student fund as refunding was not possible
2	Labour Cess not deducted from contractors	36,500/-	to be deposited shortly to the Labour Department
3	Misuse of fund in purchase of laptop	85,928/-	Application to UGC for reconsidering fund allocation
4	Outstanding amount as earnest money and security deposit	2,09,772/-	Merged with College Fund after the laps of 3 years
5	Grant not finalised by the Government	21,36,000/-	case pending in the court
6	Advance money not reconciled	45,000/-	Adjusted against bill

College Funding/Receipts

The main source of income of the college is student's contribution in the form of admission, tuition, establishment, maintenance and other fees. The college also applies for grant to UGC, other central and government agencies. Whereas the annual income from fee collection is approximately 7 crors. Substantial grants are also received from other agencies particularly for academic purposes. In last three years the grants received are as under :-

Year 2011-12	Head	Amount
U.G.C.	Construction of Geography lab	312120
U.G.C.	Remedial Course(Recurring & non recurring exp.)	700000
U.G.C.	NET/SLET Classes (Recurring & non recurring exp.)	500000
U.G.C.	Career & Counselling cell (Recurring & non-recurring exp.)	300000
U.G.C.	Entry in Service (Recurring & non recurring exp.)	700000
	Total	2512120
Govt. of Rajasthan	N.S.S.	100000
Govt. of Rajasthan	Department of Science & Technology, Govt. of Rajasthan	25000
Govt. of Rajasthan	Red Ribbon Club	31700

Year 2012-13

U.G.C.	Under XIIth Plan	525000
U.G.C.	Additional Grant	2500000

	Total	3025000
	Indian Council of Social Sciences & Research	135000
	National Commission for Women	300000
	Rajasthan Sahitya Academy	25000
	RIICO	40000
Govt. of Rajasthan	N.S.S.	50000
Govt. of Rajasthan	College Education (Work shop)	153184
Govt. of Rajasthan	College Education (Work shop)	45581

Year 2013-14

U.G.C.	Add. Grant	2000000
U.G.C.	Remedial Course(Recurring & non recurring exp.)	300000
U.G.C.	NET/SLET Classes (Recurring & non recurring exp.)	220000
U.G.C.	National Seminar	66331
U.G.C.	Entry in Service (Recurring & non recurring exp.)	300000
	Total	2886331
Govt. of Rajasthan	N.S.S.	90000
Govt. of Rajasthan	Red Ribbon Club	8000
Govt. of Rajasthan	College Education (Work shop)	120632

Presently the funds available with the college are – Main Fund 162627476 (Sixteen Crores twenty six lacs, twenty seven thousand, four hundred and seventy six)

Student Fund 19635989 (One crores, ninety six lacs, thirty five thousand, nine hundred eighty nine)

Hostel Fund (Four crores, forty three lacs, eighty eight thousand, three hundred and thirteen)

Fund Allocation

Fund Allocated				
Student Activities	2011-12	2012-13	2013-14	2014-15
Annual day exp.	130000	140000	160000	160000
Dandia exp.	20000	30000	35000	40000
Farewell party exp.	30000	90000	90000	100000
Freshers day exp.	50000	75000	75000	80000
Student's Aid	120000	210000	300000	600000
Games exp.	320000	750000	870000	900000
Youthweek exp.	170000	270000	280000	300000
Academic & other activities	160000	160000	180000	220000
Total Expenditure	1000000	1725000	1990000	2400000

Fund Allocated

Head	2011-12	2012-13	2013-14	2014-15
Salary exp.	43000000	39000000	44000000	48000000
Establishment exp.	1000000	1300000	1200000	1300000
Recurring exp.	570000	630000	740000	1000000
Maintenance exp.	2500000	1400000	1500000	1500000
Misc.	1000000	1300000	2330000	2500000
Construction work				13250000
Total Expenditure	48070000	43630000	49770000	67550000

Income From fee	54500000	61800000	64500000	74000000
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6.5 Internal Quality Assurance System (IQAS)

Internal Quality Assurance Cell (IQAC)

The Internal Quality Assurance cell of the college was formed in May, 2012 and since then it has played a virtual role in quality assurance and progression of the cause of service to education. It has been the endeavour of the IQAC to see to it that the college marches forward, keeping in mind its vision and mission, UGC guidelines and the NAAC vision statement.

In its effort to achieve institutional excellence, the IQAC works to

- Stimulate the academic environment for promotion of quality of teaching-learning and research in the college. Encourage self-evaluation and accountability.
- Inculcate the spirit of National Development and foster global competencies among students while maintaining a strong value system.
- Promote the use of technology by making them assessable to students.
- Besides the above, the IQAC looks into the welfare of the students, staff and all involved in the functioning of the college.

The Following are the members of IQAC :-

- Principal
- Deans
- Social Science
- Science
- Humanities
- Commerce

- Management
- Computer
- Members of Students' Union

The IQAC invites the following professors and experts as special invitees :-

Humanities	:	Prof. Jasbir Jain Prof. K.K. Gautam
Commerce	:	Prof. T.N. Mathur Prof. N.D. Mathur Prof. Anil Mehta
Science	:	Prof. H.S. Sharma Prof. P.C. Trivedi
Social Sciences	:	Prof. B.M. Sharma Dr. Lad Kumari Jain

The following are the major contributions and recommendation made by the IQAC :-

- College timings – All classes to be over by 5pm.
- Career oriented, Remedial classes and Coaching classes for entry into services and skill oriented trainings to be held from 3-5pm.
- Work load to be assessed and new recruitments to be made.
- Value-add courses in Organic Farming, English and Hindi (functional) classes, CAT, Tally Accounting, Clinical Nutrition and Dietetics etc. to be started.
- Memorandum of understanding to be signed with Tata Institute of Social Sciences to start skill enhancement certificate courses.
- Notebook/Laptops to be given to all departments.
- Intercom connectivity within all departments within the campus.
- Office Renovation.
- Funding for Seminars and Conferences to be ear-marked.
- Smart Class-rooms made in college.
- LCD Projector to be installed in Lecture Theater.

The IQAC is constituted for internal members of both the teaching and students of the college and a view to involve different constituent of the institution to ensure the overall development of the college. Staff meetings are held to discuss the steps to be taken for the general improvement of the system and the same is communicated.

The IQAC was constituted as part of the institutional integrated framework for quality assurance of the academic and administrative activities. The QUAC has an annual planner, where different activities for the year are chalked out. The IQAC implements, monitors and ensures that all plans are carried out. Besides these, long term future plans for the development of the college are also prepared.

The institution believes that for the effective implementation of the quality assurance procedure, all stakeholders' contributions is essential and it on Faculty Development Programmes in connection with SWOC analysis were conducted in the college, and this helped to improve the teachers' proficiency and also in identifying their weaknesses and strengths.

The IQAC recommendations were submitted to the Management Committee and were approved by it. The recommendations have been implemented and the Action Taken Report has been submitted to the Management Committee.

Training Programems and Workshops:-

- Office Management and personality development for non-teaching stffs.
- Basic computer course
- Lesson planning and good teaching
- Time management
- Software development
- Participatory teaching methodology in April and July, 2014.

Academic Audit is undertaken by reviewing students' performance through class tests, class seminars, selection test and corrective measures are taken like recommending students for remedial class, extra classes and the departments are requested to conduct special mentoring sessions. The University results are good indicators which are often used for introspection.

The college functions according to the requirements of the relevant external quality assurance agencies like NAAC, UGC and Directorate of College Education.

Criteria VII : Innovations and Best Practices

7.1 Environment Consciousness

The college building constructed forty nine years ago was very well planned and steps were taken to keep it eco-friendly and the environs green. lush-green lawns and plantation all round inside keeps pollution at bay. Neem, Peepal, Shirish, Silk Cotton, Gul Mohar and many shaded trees abound the premises. Besides adding aesthetic value, they keep the environment healthy and pure. Tree line along the college boundary and the buffer zone between the building and the road helps to neutralize carbon emission.

The rooms are well ventilated with high ceilings, huge windows and cross ventilation keeps them lighten and cool. Enabling sunlight in the rooms, helps to reduce energy consumption.

Green Audit

Though no formal green audit of the campus has been conducted the college has taken enough measures in compliance with the environmental laws to combat pollution, use natural resources, save energy consumption and do water harvesting and plantation of trees.

Initiatives to Make the Campus Eco-Friendly

Eco-Friendly

- Under the aegis of Morarka Foundation a certificate course in Organic Farming has been introduced to teach students and to popularize organic products.
- Waste from the hostel mess and canteen is segregated and bio-degradable waste along with green waste from lawns and leaves is treated for making compost.
- Two gardeners are trained to prepare this manure. The manure is used for enriching trees and plants of the campus.

Energy Conservation

- Use of fluorescent tube lights and CFL's.
- Use of T-5, slim tube lights star rated by BEE reduces energy consumption by 10% - 50%.
- Every classroom has a note to turn off lights when not required.
- Use of renewable energy – Solar geysers, solar lights are used in college campus.
- Water harvesting is done.

Students learn how to do it in their own surroundings. Manure made under the supervision of the Morarka Foundation has not only fulfilled the college garden requirement but has been put on sale for the faculty.

Use of renewable energy

- ❖ Solar geyser are used in college hostel.

Water Harvesting is done

- ❖ Tree line along the college boundary and the buffer zone between the building and the road helps to neutralize carbon emission.
- ❖ Lush green lawns, shaded trees and plantation all round inside keeps pollution at bay.
- ❖ Waste from the hostel mess and canteen is collected segregated and biodegradable waste along with green waste from the lawns and leaves is treated for making compost. Manure thus created is used for enriching trees and plants of the campus.

7.2 Innovations

The institution is in a continuous process of evolving and technologically upgrading itself.

- ❖ To ensure that the student is satisfied in her pursuit of academic excellence, the college uses new teaching tools and adopts new methodology for making learning exciting LCD, OHP's, audio-visual aids to supplement the lecture method have been introduced.
- ❖ For ensuring efficient working:

A complete MIS is there to collect and integrate data. The student record with their address, phone number, faculty, subjects offered and marks obtained are computerized Fee record, PF, Salary Statement and Income Tax deduction are also available on a programme, software for which has been developed by the office.

Computer networking with the server has been set up with

- Office
- Principal's Room
- Deans' Room
- Staff Room

A bio metric machine has been installed for maintaining regularity & punctuality. A CCTV has been installed in the hostel, library and at the main gate. College library is fully computerized using OPAC software. Smart cards are also used by the library.

7.2.1 Energy audit

- ❖ Computerization of library
- ❖ MIS EGRSP solutions

- ❖ Wi-fi
- ❖ Bio-metric machine
- ❖ CCTV – Hostel, Library, Main gate, Corridors, Washrooms

Best Practices

1. Title of Practice - Capacity Building Initiative

2. Goal :-

The vision and the mission of the college clearly states that the college focuses on empowering through capacity building and by cultivating abilities to exercise informed choices, and also develop life skills for self reliance.

The Principles underlying this aim are :

1. Equitable access to opportunities to all students for their integrated development of personality.
2. Education is preparation for life and not a degree alone.
3. Talent and potential of the student should be drawn out.
4. To provide an atmosphere of learning which will foster personal growth & leadership qualities.
5. In a world where organizations and markets are constantly changing besides academic qualification successful transition from education to employment has to be made.

3. The Context

The college has more than 6000 students coming from different social cultural and economic background. Being a reputed institution for women's education, students not only from the city but also from neighbouring villages and districts come here. Students belonging to different income stratas with differing opportunities of education make a mixed bag. With such a disparate group the challenges are manifold.

1. To effect transition from a diffident self to 'I Can'.
2. A wide variety of perceptions about college and student life as well as to address an equally wide plethora of role definitions harboured by them for post-college life.
3. To strike a balance between value and practice for growth orientation.
4. To offer opportunities for skill development to make students meet the challenges of global work environment.

Capacity building initiatives have to be interwoven in a manner to enable easy access to the students.

4. The Practice

As stated in the mission statement, capacity building to keep pace with changing time and changing role expectation of women, the college strengthens its regular academic programs by offering facilities and opportunities for developing life skills in the students. It has had a healthy tradition of clubs and subject associations to provide students broad diversity of experiences.

Forums for Learning

- Cultural Club – for those interested in pursuing music and dance.
- Creative Writing Club – to learn the art of expression through words.
- Communication Skills Club – those looking for a forum for public speaking and soft skills.
- Career and Placement Cell - It is generally seen large number of students lack the required competencies and skills that are considered essential for obtaining a good job, besides professional knowledge. A Career and Placement Cell acts as a career counseling cell and as an interface between the students and various companies and organizations. Regular talks, presentations, seminars are held to groom the students for future campus interviews and recruitments.
- Entrepreneurship Club – for those dreaming to do something different and on their own.

Since 2001 the college has been creating awareness about avenues of self employment and entrepreneurship, through this club. The club motivates students to recognize opportunity and to convert their hobby into business. It organizes an aspiring entrepreneurs workshop in collaboration with I Create every year. A group of fifty students from different streams participate in it. In the workshop they are taught how to prepare a Business Plan. Successful businessmen share their experience, challenges and success mantras. With jobs getting rare and increasingly difficult entrepreneurship is promoted as a viable career option in college.

There is an hour and a half slot allotted to club meetings every Wednesday. A student has the freedom and flexibility to become a member and attend any club meeting. Professional motivators and corporate trainers are invited to conduct trainings, workshops and mock sessions. Vinay Modi from professional tutorials, Siddharth Talwar from Genpact, Harshita from Trikaya and faculty from ICFAI and Arch Academy among many, have addressed the students.

The institution provides facilities and an environment for students who want to improve their language and communication skills both oral and written wherein language and study skills are combined. Certificate courses in Hindi and English have been introduced to this effect.

Projects, field visits, educational tours, surveys are conducted to take learning beyond classroom. Departments of Biotechnology, BBA, Drawing and Painting, Geography, History have organized such trips outside the city.

College initiates personality enhancement, enrichment and competency building programs like workshops on entrepreneurship, animation, tally computing, dancing, vocal music, photography, biotechnology techniques, creative writing, financial literacy, paper craft - offering a wide range from wherein a student can pick and choose in consonance with her interests. Ultimate aim of these activities is the holistic development of the student. This is because in a world where organizations and markets are constantly changing, academic qualifications and technical skills are only a part of the picture. What is more important is the application of the knowledge and the adaptability to use the acquired skills.

The College has adequate, and technologically well equipped infrastructure for these club meetings. Students in serious pursuit of careers are active participants. But a major section for whom education means acquiring a degree needs motivation and realization of the worth of these activities.

The university curriculum and evaluation does not attach any importance to capacity building (other than knowledge) hence the student fails to take these initiatives seriously.

5. Evidence of Success

Quantification of success of this practice in measurable terms is difficult. The achievements and recognition of students in the outside world is an evidence of the impact of capacity building initiatives.

- The number of companies showing interest in holding campus recruitments in the college is on an increase. Companies like Deutsche Bank, Infosys BPO, Genpact, HR Solutions, Sangi Motors, Jaipur Rugs have been regular in picking students from the college. Those who were selected have been the ones who had attended the training sessions.
- The entry level cut off for admissions into various streams is higher than most of the colleges.
- Selection of students for Indira Gandhi National Award, for representing the country at Beijing and for SAARC also reflects the opportunities for growth and development in college
- A first year student won the second prize both at Regional and National Level Biz Plan Competition held at Mumbai organized by Network for Teaching Entrepreneurship, USA and I Create, India.

6. Problems Encountered and Resources Required

Infrastructure facilities in college are ample and UGC funds are available for technological equipments and amenities.

The problems encountered in implementation – as no weightage in the evaluation system of the university is given to personality development, presentation skills, soft skills, hence an apathy, towards all such capacity building initiatives can be seen.

It is a challenge to elicit response from the students to these programs as they see no tangible outcome.

1. Title of Practice

Good Citizenry and Empowerment Initiatives.

2. Goal

The purpose of education is to make the educated receptive, reflective and analytical. It is clearly spelt out in the vision and mission of the college that it shall strive to enlighten through instilling a deep and lasting respect for the world of mind, steadfastness of values and commitment to social concern. The college enables the student to engage with social, political, aesthetic and scientific issues so that the transition from school and home

to real life situations and challenges become smooth and easy. The college endeavours to prepare the student to adapt themselves to changing social needs and to bridge the gap of disconnect with the outside world. It creates an enabling environment for participation of these young women in the public domain. The underlying principle of the practice is to create conditions conducive to the emergence of a sensitive and enlightened woman, competent and socially compassionate. The purpose of education is opening up the windows of the young minds and inculcate a value system which strengthens democratic institutions.

3. The Context

The college caters to more than 6000 young girls belonging to different strata of society with varying socio-cultural background. Some students born and brought up in the city have had greater exposure and access to information in comparison to their fellow peers who have stepped out for the first time from their homes to pursue higher education. Despite this wide gap of differing backgrounds most of the students have led a protected life centering around school and family. Some face gender discrimination at home, possess fewer opportunities of personal growth and little or no awareness about their rights. There are also students who suffer from low self-esteem.

4. The Practice

Education confers empowerment and empowerment facilitates education. The fundamental objective of education is to empower each person in her evolutionary growth so as to reach the highest potential which varies from person to person. The college has a commitment to promote value based education, social consciousness and good citizenry. Though it has no well chalked out programme for all the above mentioned but in the plethora of activities the institution subtly inculcates in its students a concern for humanity and good citizenship. Two forums of the college namely N.S.S. and Club for Good Citizenry and Social Awareness undertake numerous activities every year to this effect.

N.S.S. units of the college are active to develop the sense of community development amongst its workers, students actively participate in literacy campaigns, AIDS awareness, promotion of hygiene & health, communal harmony initiatives, women and girl child right. Students understand the value of democratic institutions, their role as enlightened and good citizens and awareness about their rights and duties.

N.S.S. volunteers and faculty of college have set up a centre for computer literacy for children of Jawahar Nagar Kacchi Basti.

- They help women fill up forms for ration card, voter id or any schemes for loans.
- Avedna Ashram, Shishu Grah have benefitted immensely by the presence of college N.S.S. volunteers.
- Health awareness camps have been organized in Jawahar Nagar Kacchi Basti and at Padampura.
- Blood donation camps are also an annual feature organized by N.S.S.

Awareness Programs

The college organizes poster & slogan competitions to sensitize students on social issues and subjects like nasha mukti, girl child, dowry system and feticide. Students have been part of peace initiatives during riots and have enacted nukkad natak at public places like Albert Hall and Badi Chaupar protesting against communalism.

College has affiliation with NGO's to collaborate and work on social issues. Some important affiliations are with Vividha, RTI Manch, PUCL, Pravah, Pratham, Mahila Suraksha and Punarwas Samooch, RUWA to name some. This enables it to identify community needs and extend its support by sending students to do extension activities like literacy campaigns health awareness drives traffic sensitization and at the same time organizes and participates in workshops and programmes for these NGO's in the campus. The college feels honoured that the anti-sati campaign in the year 1991 started from here to become a state-wide movement.

Similarly the draft bill against domestic violence was discussed in the college.

Office bearers of women's rehabilitation group are faculty members of this college.

5. Evidence of Success

In a span of 49 years of its existence the college has carved an enviable place in the city for women's education. In its long journey college besides building a reputation for academic and intellectual growth, is also known for standing up for social issues and proactive stance on removing social malaise. The institution's success lies in the achievements of its students and alumni. Dr. Shail Mayara, Kavita Srivastava, Shobhita Rajgopal are names to reckon with in development studies. Sudha Raina has been the Chairman of Social Welfare Board, Rita Choudhary is MLA, Manju Sharma is member of BJP Women's wing, Rima Hooja is a known historian, Ranju Mehta is the Director of NGO to promote entrepreneurship, more than dozen are contributing as civil servants at State and National level.