



## Yearly Status Report - 2017-2018

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	BIYANI GIRLS COLLEGE
Name of the head of the Institution	Dr. Neeta Maheshwari
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01412338591
Mobile no.	9351127400
Registered Email	acad@biyanicolleges.org
Alternate Email	biyani_bgcc@hotmail.com
Address	Sector-3, Vidhyadhar Nagar
City/Town	Jaipur
State/UT	Rajasthan
Pincode	302039
<b>2. Institutional Status</b>	

Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	Dr. Neha Pandey
Phone no/Alternate Phone no.	01412338591
Mobile no.	9314927400
Registered Email	director@biyanicolleges.org
Alternate Email	biyani_bgcc@hotmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.biyanicolleges.org">http://www.biyanicolleges.org</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://biyanicolleges.org/NAAC/AQAR/2017-18/academic_calendar.pdf">https://biyanicolleges.org/NAAC/AQAR/2017-18/academic_calendar.pdf</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	A	3.02	2015	14-Sep-2015	31-Dec-2022

<b>6. Date of Establishment of IQAC</b>	10-Feb-2007
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### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
<b>No Data Entered/Not Applicable!!!</b>		
<a href="#">View File</a>		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Biyani Girls College	Major Project	DST, Rajasthan	2016 1095	150000
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

4

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

Feedback from all the Stakeholders collected, analyzed and used for the improvements.

Planning and implementation of new certificate courses.

Conduct 12th Indo-Japan Bilateral Conference BICON-2017

To get students and faculty members sponsored for Sakura Science Programme from the embassy of Japan.

Organize 13th Annual Function "Kritigyata-2018"

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

Plan of Action	Achivements/Outcomes
Implement the new certificate courses	Successfully implemented 25 subject-related certificate courses.
Organize the faculty development programme.	Successfully organized 7 day faculty development Programme from 06-12 July 2017.
Organize the student orientation program.	Successfully organized 7 day student orientation programme from 13-19 July 2017.
Organize the webinars/workshops and guest lectures.	Over 20 Seminars, workshops and webinars were conducted in the year 2017-18 for students and faculty members.
Organize the college's annual fest.	2 day intra-college youth fest Rajjay was successfully organized from 01-02 December 2017.
Preparation of AQAR 201617 as per NAAC format.	Successfully Completed
Prepare and confirm the Academic Calendar for session 2017-18.	Successfully completed and uploaded on website.
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<b>14. Whether AQAR was placed before statutory body ?</b>	Yes
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Name of Statutory Body	Meeting Date
Board of Management	13-Mar-2018

<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	Yes
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Date of Visit	14-Sep-2015
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<b>16. Whether institutional data submitted to AISHE:</b>	Yes
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Year of Submission	2018
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Date of Submission	28-Feb-2018
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<b>17. Does the Institution have Management Information System ?</b>	Yes
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If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The Institution has following MIS Plan: 1. Library Management System (Rexlib) for handling library data. 2. Fee Management System for handling all fee
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related information. 3. System for handling exam related data and marksheet printing software. 4. Biometric Staff Attendance system for monitoring staff attendance at the main entrance. 5 Student attendance system for monitoring their daily attendance and convey the same to their parents. 6. An online knowledge portal Gurukpo.com, to manage all the videos and study material provided by faculty members.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

Biyani Girls College is currently having the following mechanisms for effective delivery of curriculum:

- At the beginning of an academic session, an IQAC meeting is held for successful planning and implementation of the curriculum.
- The departmental meetings are also held in each department for the discussion and implementation of revised and updated syllabi of each class of UG and PG.
- All the subject teachers are instructed to prepare the teaching plan and submit it to the HOD of the concerned department.
- Well-structured time table of each class of UG and PG are designed for successful completion of the syllabus on time.
- The college has a digital library database for all the students and faculty members. A good number of Think Tanks, E-books, Video lectures, Books, Journals are available.
- Various classroom teaching methods are used for effective delivery of the curriculum as:
  - i. Teaching through the whiteboard, and blackboard.
  - ii. ICT enabled teaching-learning method
  - iii. Smart classroom/digital board
  - iv. Seminar/Workshop related to curriculum.
  - v. Fieldwork and Industrial visits are conducted.
  - vi. Regular assessment of students through Group discussion, assignments, Quiz, PPT etc.
  - vii. E-notes and recorded video lectures are provided for slow learners, and remedial classes are also conducted.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate in Environmental Awareness	NA	14/08/2017	35	YES	The course is a unique effort to provide awareness about environmental issues from the perspective of social sciences, technology, education

and law.

Certificate in Energy resources and conversion processes	NA	14/08/2017	35	YES	This course energy resources and conversion processes broadly gives an overview of various energy resources, their availability and use pattern.
Financial Accounting and Taxation	NA	24/08/2017	35	YES	It enhances the skills related to commercial awareness and numeracy
Introduction to Quantum Physics	NA	14/08/2017	35	YES	This course develops skills to effectively research, organize, and arrange information and develop new ideas
Nutrition and Health	NA	14/08/2017	35	YES	Skills needed to effectively assess, design and implement dietary strategies and nutritional therapy at a basic level.
Molecular Biology	NA	14/08/2017	35	YES	This course provides students the skills needed for future research par

						<p>participation at the under graduate and graduate level and for jobs in the biotechnological and pharmaceutical industries.</p>
Basic Microbiology and Microbial Genetics	NA	14/08/2017	35	YES		<p>Course focuses on the safe laboratory practices, preparation of reagents, clinical diagnostics</p>
Ecology and Wild Life Conservation	NA	14/08/2017	35	YES		<p>This course broadens understanding of wildlife conservation and developing your independent learning skills.</p>
Food Microbiology and Food Safety	NA	14/08/2017	35	YES		<p>The course will provide theoretical and practical knowledge to students to develop their skills in the Food microbiology sector.</p>
Certificate in Biostatistics and Mathematical Biology	NA	14/08/2017	35	YES		<p>The course is application oriented and more importance is given for deciding which significance test to use, how to</p>

						analyse the data and so on using computational softwares rather than manual solutions or using statistical tables.
Cybersecurity and social implications	NA	24/08/2017	35	YES		Inculcate skills related to technical aptitude and provide knowlegde of security across various platforms
Business and Technology	NA	24/08/2017	35	YES		This course provides a balance of business and information technology and responds to industry needs, enhancing employment prospects.
Certificate course in E-Commerce	NA	24/08/2017	35	YES		Inculcate skills related to buying or selling online (such as retail sites or marketplaces), to mobile commerce, business to business sales, data collection, and financial and trading transactions
	NA	24/08/2017	35	YES		Inculcate



Certificate course in E-Commerce					skills related to buying or selling online (such as retail sites or marketplaces), to mobile commerce, business to business sales, data collection, and financial and trading transactions
Certificate in Public Relations	NA	24/08/2017	35	YES	This course enhances the crucial skill and ability to build your professional network.
Certificate in Organisational Behaviour	NA	24/08/2017	35	YES	Develop awareness of approaches and interrelated variables that inform and influence behaviour at work
Android Development Course	NA	04/09/2017	35	YES	This course helps in inculcating mobile app development skills and concepts, like location-based services, data storage web apps along with graphics, animation, audio video.

AI and Machine Learning	NA	04/09/2017	35	YES	This course gives future-ready learning by applying the knowledge of AI towards innovative practical applications
Introduction to programming the IOT	NA	04/09/2017	35	YES	It develops Programming skills for IoT application development.
Introductory course in Cyber security	NA	04/09/2017	35	YES	The course aims to provide a foundational platform for Cyber Security Aspirants by providing Cyber Security Awareness and Training, it focuses on covering all cyber security landscapes t heoretically and practically.
Disaster Management	NA	07/09/2017	35	YES	It concerns the effective utilisation of human and material resources during disaster.
Certificate in Rural Development	NA	07/09/2017	35	YES	It includes planning and executing rural development programmes that profits

Certificate in Gandhian and Peace studies	NA	07/09/2017	35	YES	the rural livelihood. enables the students to visualize a just and equitable social order equips them with capabilities and attitudinal efficiencies to construct a holistic human society
Guidance and counselling	NA	07/09/2017	35	YES	Helps in enhancing active listening skills and understanding skills in students.
Introduction to Local and State Governance	NA	07/09/2017	35	YES	It explore topics related to democratic, decentralized institutions and government-based agencies established at sub-district, district, and state levels and their procedures.

**1.2 – Academic Flexibility**

1.2.1 – New programmes/courses introduced during the academic year

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
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BCom	Commerce	01/07/2004
MCom	Accountancy & Business Statistics	01/07/2011
BSc	Biology	01/07/2011
BSc	Mathematics	01/07/2011
BCA	Computer Application	01/07/2016
BA	Pass Course	01/07/2009
MSc	Mathematics	02/07/2012
MSc	Physics	01/07/2015
MSc	Chemistry	01/07/2010
MSc	Zoology	01/07/2010
MSc	Botany	01/07/2015
MSc	Environment Science	01/07/2010
MA	English	02/07/2012
MA	Economics	02/07/2012
MA	Geography	01/07/2011
BVA	Visual Arts	01/07/2015

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

	Certificate	Diploma Course
Number of Students	674	0

### 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

#### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCA	Computer Application	32
BBA	Business Administration	45
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### 1.4 – Feedback System

#### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

## Feedback Obtained

The development of any organization, especially a college, heavily depends upon a well-functioning feedback system. It requires thorough preparation to initiate, launch and implement the feedback system. This college has been practicing feedback systems for teachers, students, alumni and parents since its inception, to help the individuals and organization as a whole to improve the performance and effectiveness of the Institution. Feedback from Faculty Members Feedback is obtained from both the faculty members in our college and other institutions who serve as external examiners and members of the Board of Studies in various disciplines. The feedbacks are properly analyzed and revised to update the syllabus. Feedback from Parents Parents are important stakeholders of this system. Parent-Teacher meets are periodically conducted in the college and their suggestions are regularly obtained and analyzed. The following parameters are accommodated in the feedback. • Teaching faculty • Fees Structure • Infrastructure • Library • Environment • Career and placement guidance Feedback from Students Students' feedback regarding Faculty members, curriculum and administrative staff are taken regularly. The following parameters are considered to obtain feedback: • Academic Content • The usefulness of teaching materials • Timelines of practical work • Educative value of mid-programme placement • Giving and getting helpful feedback • Fairness of evaluations • Interaction with faculties • Interaction with Administration • Computer Facilities • Library Facilities • Recreational Facilities • Extra-Curricular Activities • Sports Facilities • Hostel Feedback from Alumni This college enjoys a strong and healthy association with the Alumni Club. As the alumni are found to be the brand ambassador of our institute, the feedback of the alumni are given due consideration.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>				
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### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	875	202	71	15	7

### 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
93	93	5	3	6	5

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

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

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

Yes, the mentor-mentee system is available in the institute. • To link the gap between the students and teachers. • To provide professional (Higher studies, Placement and Jobs etc.) and personal guidance. • To enhance the knowledge among the students and faculty members by two-way effective communication. • To support the students for the examinations like GATE, GRE, NET, PSUs examination, Bank PO, Clerk and Ph.D. entrance examination etc. • To conduct remedial and extra classes for slow learners. • To advise and support the students for various international and national scholarship schemes for higher education. • To conduct the feedback system for better quality education. • To conduct the seminars, workshops and SDP (Student development programme) for the overall development of the student.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1077	93	1:12

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
40	53	40	40	22

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	NIL	Nil	Nil
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## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
<a href="#">View File</a>				

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

Biyani Girls College, Jaipur has a firm belief in continuous evaluation of the students for their sustainable performance. Hence, a structured evaluation process has been designed and implemented. We organize several class tests, internal examinations, pre-university exams, and practical exams as per the university guidelines and pattern. The institute ensures that the students are well prepared for these exams thus objectives and subjective tests are prepared before the commencements of the session. The core examination committee and a team of exam coordinators from each department schedule and execute different examinations. Internal flying squad of the senior faculty members and CCTV cameras are deployed in all the classrooms, exam cell, and laboratory for

strict monitoring of exams. Results of each exam are declared within a week of the completion of the exam. Students can see their answers sheets and discuss queries with concerning faculty members. Following are the evaluation reforms initiated on the continuous internal evaluation (CIE) system 1. Regular class tests are conducted and their records are maintained. 2. Internal examinations are conducted twice a year. 3. Pre-university exams are conducted before the commencement of final university exams. 4. Mock practical and viva-voce are also conducted on regular basis.

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

Before the commencement of every session, respective departments prepare a detailed study plan, assignments for the individual teachers, and the number of classes allotted to each course. Based on this, the Routine Subcommittee prepares a detailed timetable and academic calendar for the entire session of BGC. This is distributed to the teachers and the students. Our academic calendar provides important information about teaching dates, examination dates, extra-curricular activities, and annual-based examinations. This effectiveness of the process is maintained through efficient monitoring by the Principal who ensures that all departments follow the academic calendar. S.No. Programme Date 1 Beginning of session 01.07.2017 2 Faculty Development Programme "CHANAKYA" 06.07.2017 - 12.07.2017 3 Student Orientation Programme "OORJA" 13.07.2017 - 19.07.2017 4 Kalpana Chawla Scholarship Award Ceremony 16.07.2017 5 Independence Day Celebration 15.08.2017 6 Visit to Botanical Garden, Jhalana 18.08..2017 7 Visit to Biological Park, Nahargarh 21.08.2017 8 Freshers Day ABHINANDAN 25.08.2017 9 Blood Donation Camp 02.09.2017 10 Teachers Day celebration 05.09.2017 11 Industrial Visit at Rajasthan Tiles 09.09.2017 12 Commencement of I Internal Examinations 18.09.2017 13 A seminar on Job Portal by pehliseedhi.com 25.09.2017 14 Gandhi Jayanti Celebration 02.10.2017 15 Dandiya Night Navrang Raas 07.10.2017 16 International Conference BICON-2017 11.10.2017 - 13.10.2017 17 Diwali Celebration 16.10.2017 18 Industrial Visit to DOT Square Pvt. Ltd. 26.10.2017 19 Staff Picnic at Nareli, Ajmer 05.11.2017 20 Children's Day Celebration 14.11.2017 21 Inter-College Fest RAJJAY 01.12.2017 - 02.12.2017 22 Commencement of Second Internal Examinations 06.12.2017 23 A workshop on Big Data Hadoop" 12.01.2018 - 13.01.2018 24 Parent-Teacher Meet 17.12.2017 25 Inter-College Sports Tournament 12.01.2018 25 Commencement of Pre-University Examinations 29.01.2018 26 Republic Day Celebration 26.01.2018 27 Annual Day Celebration and Prize Distribution Ceremony 25.02.2018 28 Farewell SATYA-2018 25.02.2018 - 27.02.2018 29 Holi Celebration 28.02.2018 30 International Womens Day Celebration 08.03.2018

2.6 – Student Performance and Learning Outcomes

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

<https://www.biyanicolleges.org/NAAC/AQAR/2017-18/2.6.1.-Student-Performance-and-Learning-Outcomes.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

## 2.7 – Student Satisfaction Survey

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

<https://www.biyanicolleges.org/NAAC/AOAR/2017-18/2.7.1.-Students-Satisfaction-Survey.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	1095	DST	1.5	0.5
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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Seminar on Function of world bank in financial inclusion for women	Commerce Management	30/08/2017
A workshop on Research Report Writing	Science	07/09/2017
A seminar on Digital Payments	Commerce Management	25/09/2017
Japan Higher Education Fair	Science	14/10/2017
A technical workshop by Techienest on Internet of Things (IOT)	Information Technology	09/11/2017
Seminar on Company Secretary	Commerce Management	10/11/2017
Workshop on Big Data Hadoop	Information Technology	12/11/2017
One Day Workshop on Latest Trends in Digital Marketing	Information Technology	12/03/2018
A seminar on Digital India and Prevention for Cyber Crime	Information Technology	10/07/2017
A seminar on improving Soft Skills	Social Science	19/08/2017

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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## 3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Establishment of Entrepreneurship-Cell	Biyani Girls College	Govt. of Rajasthan	E-Cell	Full-time	30/10/2017
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## 3.3 – Research Publications and Awards

## 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
4	5	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
<a href="#">View File</a>			

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

Department	Number of Publication
No Data Entered/Not Applicable !!!	
<a href="#">View File</a>	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
<a href="#">View File</a>						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	Null	Null	Null	Null	Null	Null
No file uploaded.						

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

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				

[View File](#)

### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

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

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
150	180.32

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
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### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
RexLib	Partially	6.5	2011

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nidhi Khandelwal	Functional Dependency in DBMS	www.gurukpo.com	20/11/2017
<a href="#">View File</a>			

### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co	Computer	Internet	Browsing	Computer	Office	Departme	Available	Others
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	computers	Lab		centers	Centers		nts	Bandwidth (MBPS/GBPS)	
Existing	362	4	362	1	0	50	10	38	0
Added	0	0	0	0	0	0	0	0	0
Total	362	4	362	1	0	50	10	38	0

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

38 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Development of Think Tank study material	<a href="http://www.gurukpo.com">http://www.gurukpo.com</a>
Recording and uploading of video lectures	<a href="http://www.gurukpo.com">http://www.gurukpo.com</a>
Writing and uploading blogs	<a href="http://www.gurukpo.com">http://www.gurukpo.com</a>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
230	256	10	13

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

The institute conducts regular meetings with various departments and committees constitutes to maintain and optimal utilization of physical, academic and support facilities for the library, laboratory, sport, classrooms, and computers etc. Laboratory: All the laboratories are managed by the lab technicians under the guidance of the lab in-charge and supervised by HODs of the concerned departments. The Record of lab maintenance, up-gradation and purchase order is maintained in the stock register by the lab in charge. All the laboratories have proper seating capacity and Infrastructure, equipment's with the latest technology. Library: • The library facility is available for all the students and faculty members during the college hour and is open for hostellers from 8:00 AM to 7:00 PM. • The library has a facility to access the E-Journals, and other facilities of E-content through DELNET services. • Institute has one library committee, for optimal use of library resource and to fulfill the students requirements. The library committee collects the requisition of new books from each department before starting the new academic session. The process of books requisition is done by the concerned subject faculty member with the approval by HOD of the concerned department, and duly approved and signed by the principal. • A suggestion box is installed inside the reading room to take users feedback. Their continuous feedback helps a lot in introducing new ideas regarding library enrichment. • To ensure the return of books, 'no dues' from the library is mandatory for students before appearing in the exam. • Other issues such as weeding out of old titles, schedule of issue/ return of books etc. are chalked out / resolved by the library

committee. Sports: • Institute is enriched with indoor and outdoor sports facilities. • Institute has a facility of one separate room named LAKSHYA for indoor games, which is fully equipped with sports items. • One Sport trainer is also appointed in the institute to promote the sports activities with academic so that the students can also make their career in sports and cultivate their sports interest. • Institute has also opened a sports club for promoting and organizing sports activities. • In the academic session 2017-2028, our students secured various positions in inter-college sports tournaments like Babita Shekhawat from BBA III was selected in All India University Tournament, Arti Mahala won Silver Medal in Roll Ball Tournament, Manisha Rathore and Priti Balayan secured first position in inter-college Taekwondo. Computers: • Centralized computer laboratories are established to enrich computer literacy among the students and faculty members. • 300 Computers are available in computer laboratories for students and faculty members. • All computer laboratories are updated with broadband internet and Wi-Fi facilities. • ERP Software is used to maintain the students and faculty details. • All computer labs have a modern facility of video recording for online classes, and a separate lab is available for the Microsoft office certificate course, which is mandatory for all the students and faculty members.

<http://www.biyanicolleges.org>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Need Based Scholarship	577	1539350
Financial Support from Other Sources			
a) National	Scheme of Post Metric Scholarship for Scheduled Caste and Tribes <sup>8</sup>	8	107900
b) International	0	0	0
<a href="#">View File</a>			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
<b>No Data Entered/Not Applicable !!!</b>					

[View File](#)

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
4	4	7

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

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

Items	Number of students selected/ qualifying
<b>No Data Entered/Not Applicable !!!</b>	
<a href="#">View File</a>	

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

Activity	Level	Number of Participants
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

## 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
<b>No Data Entered/Not Applicable !!!</b>						
<a href="#">View File</a>						

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

The process of framing student council at college level started in September 2017. The college has a well functional student council which takes care of various academic and administrative activities for student benefit and welfare.

Various activity societies like library society, cultural activity society etc . were formed by student council along with college management for smooth conduction of tasks. Various activities carried out with the student council support are as: • BICON (INDO-JAPAN CONFERENCE) • SEMINAR • RAJJAY YOUTH EVENT • SANTA RUN • BLOOD DONATION CAMP • SPORTS DAY • ANNUAL EVENT Thus, the college student council has shown an active participation along with the college management for enhancing the name and fame of the institution. Likewise the committees were organized on various events like: ? Volunteers committee ? Food -Service committee ? Registration committee ? Stage management ? Marketing committee ? Head committee ? Technical committee Under which, student of council members were given different criteria of work.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

1

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

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

The institution practices decentralization and participative management in the following ways. Teachers are members and convenors of various committees that are instituted for the day-to-day functioning of the college. Some of these committees are the Academic Council, the Examination Committee, the Admission Committee, the Library Committee, the Seminar and Research Committee etc. Teachers through their agency and autonomous interactions on these bodies are able to contribute in a significant way to the participatory ethos of the institution. They determine admission criteria, marks cut-offs, journal themes, library practices, various teaching learning Innovations and other academic priorities. Additionally, teachers play an energetically pervasive role as motivators and spearheads of cultural and socially conscious activities in the institution by steering the NSS unit. On the college level, departments are provided with authority to take own decisions by department meetings, the decisions are conveyed to the principal and the final decisions are taken then. The management authorities regularly undertake the review of working of the college in its Executive council meeting and working committee meeting. The necessary guidance and directives are issued through these meetings. Periodical reviews are undertaken by the top management. The emphasis is given on the regular lectures conducted by the staff, timely completion of the syllabus, guidance for better performance in the examination and providing best possible teaching learning environment. This is attained by regular department-wise meetings conducted by the principal and director. The staff receives motivation and support for all the activities from the management. The participation of students in Sports, NSS, skill development activity, employability enhancement program and extra-curricular activities are encouraged in order to attain



overall development of students. The Principal and the staff takes due efforts to motivate the students in these participations. The Biyani Girls College's students also prepare projects in the guidance of their mentors. The cultural committees promote the students to actively participate in drama competitions and debating oratory competitions outside the college in various competitions. Thus the college works with aim of attaining the academic excellence through quality education and inculcating all possible soft skills in the personality of the students. The college plans for all such implementations through all its academic calendars and the regular feedback from the students and the staff members.

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

Partial

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Teaching and Learning	The prime responsibility of an institute is to plan and administer various activities which are essential to increase quality of education in college. 2. Faculty Development Program, Practical and Professional oriented method as well as Innovative Teaching methods are used to develop students. 3. Under the guidance of Committee each department is enhancing the quality of education in academics through various Workshop, Conference and Seminar for various subjects. 4. The continuous and internal evaluation is done on time to time basis
Admission of Students	Admission Committee works under the guidance of Management and committee. 2. It frames few sub- committee like- Counseling committees, Desk Committee, calling committee for the admission. 3. These Committee work under the direction of management about admission process, fees structure Merits of student for admission. 4. Committees from various departments are framed to councils the students regarding their programs or course. 5. Counseling also done concerning different programs
Curriculum Development	The college has a academic committee for proper execution and check for curriculum and Institute follows the University Syllabus. 2. As per the needs of the Industries, students and job prospect, various values added program and courses are conducted by the college. 3. College has various programs which are followed by with their curriculum. 4. The committee ensures well planned and execution of



educational development under Co curricular and various academic activities. 5. The Committee ensures the overall college development for professional and personal development of student. 6. The management plays very active and lead role for feedback implementation. Proper action is taken after feedback study. The online and manual feedbacks are taken from students on various part of the institution

Examination and Evaluation

The examination and evaluation process is conducted by Examination Committee. The examination committee is constituted by comprising the senior faculty members and HOD of the concerned department and supervised by the principal. The following actions are taken by the examination committee:

1. Regular assessment of the students is done through the various class test, surprise test, quiz, poster making activity, debate, seminars, ppt presentation, oral and viva voce examination.
2. The Pre-University Examination and 3 other major tests are conducted for all the students before the final examination of the University of Rajasthan.
3. Regular practical classes and Pre-University Practical Examination, and viva voce are conducted for all the students before their University of Rajasthan main examination.
4. The parent-teacher meeting is organized in the institute to discuss the strength and weakness of the students.
5. The examination and evaluation process is followed in the institute as per the University of Rajasthan.
6. Extra classes and personal counselling are also provided to slow learner by expert faculty members.

Human Resource Management

1. The Institute appoints enough number of well qualified and experienced faculties through the open advertisement through various channels and interview by expert committee.
2. Under the direction of committee, the Institute organizes various FDP programmes for both teaching and non-teaching staff members for upgrading their skills in the latest technology

Industry Interaction / Collaboration

The college establishing various Industry interaction and exchange programme with industries. Institute

	organizes various activities like- industrial visits, in-hand trainings, value added programmes guest lecturers etc., for the professional development of students and faculties.
Research and Development	1. The Research and Development Cell is established to promote research in the faculty and students. 2. Encouraging faculty to attend and present papers at various conferences and seminars. 3. Faculty members and students are also motivated to publish their research papers in various reputed journals. 4. We have collaboration with various reputed universities and research Institute in Japan i.e. Saitama University, Akita Prefectural University, Tokyo University etc. Prof. Sanjay Biyani (Director Academics) has 6 students working for their Ph.D. under University of Rajasthan Rajasthan Technical University, Kota.
Library, ICT and Physical Infrastructure / Instrumentation	Name of the IIMS Software-REXLIB • Total Books -31072 • E-books -DELNET-List • Total Journals/Periodicals 20 • E-Journals - DELNET • Total Newspapers - 10 • Educational CD/DVD - 1196

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

E-governance area	Details
Finance and Accounts	Fee Management System Student Registration Management System Tally
Student Admission and Support	Student Registration Management System Student Attendances management Online feedback system SPSS
Examination	Marksheet Generation Software
Planning and Development	Lead Management Software Library Management Software
Administration	ADOBE creative cloud Visitor Management System

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017	Dr. Varsha Choudhary	All India Commerce Conference-2017	Indian Commerce Association	2000
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
<b>No Data Entered/Not Applicable !!!</b>						
<a href="#">View File</a>						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
93	93	17	11

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> <li>• Medical facility (on-campus)</li> <li>• Routine Health check-up.</li> <li>• Academic leave to attend Orientation Programme/Refresher courses/FDP/Seminars/Conferences etc.</li> <li>• Annual Diwali gift.</li> <li>• Annual get-together function.</li> <li>• Scholarship scheme to the wards of the faculty members.</li> <li>• Salary increment/promotion etc.</li> <li>• Faculty exchange programme /Research collaborations activities with industries and prominent institutions in India and Japan.</li> </ul>	<ul style="list-style-type: none"> <li>• Medical facility (on-campus)</li> <li>• Routine Health check-up.</li> <li>• Annual Diwali gift.</li> <li>• Annual get-together function.</li> <li>• Scholarship scheme to the wards of the members.</li> <li>• Salary increment/promotion etc.</li> </ul>	<ul style="list-style-type: none"> <li>• Medical facility (on-campus)</li> <li>• Routine Health check-up.</li> <li>• Student exchange programme /Research collaborations activities with industries and prominent institutions in India and Japan.</li> </ul>

**6.4 – Financial Management and Resource Mobilization**

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

The Institution has established a mechanism for conducting internal and

external audits on the financial transactions every year to ensure financial compliance. Internal audit is conducted by the internal financial committee of the institution. The committee thoroughly verifies the income and expenditure details and the compliance report of internal audit is submitted to the management of the institution through principal. External audit is conducted once in every year by an external agency. The mechanisms used to monitor effective and efficient use of financial resources are as below: 1) Before the commencement of every financial year, management decides the college budget after consulting with Principal and department heads. 2) College budget includes recurring expenses such as salary, electricity, internet charges, maintenance cost, stationery, other consumable charges etc., and non-recurring expenses like lab equipment purchases, furniture and other development expenses. 3) The expenses will be monitored by the accounts department as per the budget allocated by the management. 4) The depreciation costs of various things purchased in the preceding years are also worked out.

Process of the internal audit: All vouchers are audited by an internal financial committee on half yearly basis. The expenses incurred under different heads are thoroughly checked by verifying the bills and vouchers. If any discrepancy is found, the same is brought to the notice of the principal. The same process is being followed for the last five years. Process of the external

audit: The accounts of the college are audited by chartered accountant regularly as per the government rules. The auditor ensures that all payments are duly authorized after the audit, the report is sent to the management for review. Any queries, in the process of audit would be attended immediately along with the supporting documents within the prescribed time limits. The institution did not come across with any major audit objection during the preceding years. All these mechanisms exhibit the transparency being maintained in financial matters and adherence to financial discipline to avoid defalcation of funds or properties of the institution at all levels. The audited statement is duly signed by the authorities of the management and chartered accountant.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

220449258
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## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Sheshadri Global Educational Competency Techniques	Yes	Board of Management
Administrative	Yes	Sheshadri Global Educational Competency Techniques	Yes	Board of Management

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

1. Parent-Teacher meetings are conducted twice a year. 2. Parent-Teacher feedbacks form are collected and the necessary action is also taken. 3. Parent-Teacher suggestions for imparting quality education are always welcomed. 4. Parent-Teacher association/committee participate in institutional activities such as Annual Function, Alumni Meet, Felicitation Ceremony, Workshop, Seminars, Jalsa the dandiya night, celebration of Independence Day and republic day etc.

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

1. Computer Literacy Programme/ Microsoft Office Specialist Programme. 2. Chanakya: Faculty Development Programme. 3. Certificate course on Shrimad Bhagavad Gita Sanjay ki Najar se. 4. Certificate course of Fundamental of Bioinformatics. 5. Regular Yoga/Meditation activities.

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

- Extension in MOUs, Collaboration, and Linkage with industries and institution for students/faculty exchange programme.
- Implementation of ICT assisted Teaching-Learning Methods.
- Implementation of Skill and Employability enhancement programmes.
- Implementation of MAE (Meet Academy Expert) and MIE (Meet Industry Expert) Programme for students and faculty members.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Preparation of Yearly Academic Calendar on the basis of University Academic Calendar	15/06/2017	15/06/2017	15/06/2017	15
2017	Use of renewable resource (Solar Plant) to provide clean and safe alternative energy solution	30/06/2017	30/06/2017	30/06/2017	1000
2017	Organize Facultyt	06/07/2017	06/07/2017	12/07/2017	75

	Development Programme Chanakya				
2017	Organize Student Orientation Programme OORJA	13/07/2017	13/07/2017	19/07/2017	350
2017	Renovation of Library along with Student's Reading room Library automation	08/09/2017	08/09/2017	08/09/2017	1000
<a href="#">View File</a>					

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Kalpna Chawala Awards	16/07/2017	16/07/2017	500	23
Roll Ball Tournament	23/09/2017	23/09/2017	100	20
Taekwondo	25/09/2017	25/09/2017	230	48
Inter College Volleyball Tournament	26/09/2017	27/09/2017	144	26
Women Helpline and Women Security	20/08/2017	20/08/2017	380	45
Kho- Kho Tournament	06/10/2017	07/10/2017	475	75
Kabaddi Tournament	22/12/2017	23/12/2017	360	80
All India Inter University Wushu Tournament	04/01/2018	04/01/2018	400	48
A seminar on "Understanding and tackling gender bias at workplace"	09/08/2017	09/08/2017	230	45
A seminar on "Explore gender	13/12/2017	13/12/2017	195	25

inequality in the workplace, family and society"

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

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

The Solar Power Plant of 75 KW is sanctioned in the Institute premises under the Roof Top Solar Power Generation Scheme 2015-2016.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	Yes	0
Ramp/Rails	Yes	0
Rest Rooms	Yes	0
Special skill development for differently abled students	Yes	0
Any other similar facility	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
<b>No Data Entered/Not Applicable !!!</b>							
<a href="#">View File</a>							

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

Title	Date of publication	Follow up(max 100 words)
HR Manual, Code of Conduct	03/07/2017	Institute facilitates common attributes among overall students through various learning tactics. For a faster all-around personality development of students, there is a need of striking a balance between syllabus curriculum, books and co-curricular activities. Cocurricular activities give the students an opportunity to build up particular skills and reveal their non-academic

abilities. There are various types of extracurricular activities conducted in the college, which offer students, an opportunity to gain essential life skills. Recent developments in the subject Ability to identify and analyze problems and issues and to formulate, evaluate and apply evidence-based solutions and arguments familiarity with advanced techniques and skills Originality and creativity in evaluating and applying evidence-based solutions. An understanding of the need for a high level of ethical, social, cultural, environmental and wider professional conduct. The ability to deal with complex issues and make sound judgments. Developing a capacity to think independently, exercise personal judgment and take Initiatives for self as well as social development. Developing students knowledge, skills and qualities relevant to chosen career paths and to those paths which may open up in the future, enabling each to succeed in a rapidly changing workplace and in becoming entrepreneurs. Nurturing a reflective awareness of ethical dimensions, and responsibilities to others, in work and everyday life.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			



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

1. The solar power plant is installed in the institute to meet the requirement of energy consumption. 2. The institute is declared a Tobacco and Plastic-free campus. 3. The use of polybag is completely banned in the institute. 4. The students are encouraged to save the electricity and tree plantation. 5. The students participate in the Cyclothon event EVERY YEAR, organized by Rajasthan Renewable Energy Corporation Ltd.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

1. Title of the Practice: Student Mentoring System 2. Objectives of the Practice: To minimize dropouts, improve performance and reduce stress of the students through personal counseling. 3. The Context: Students undergo various problems of stress like personal, academic, physical, mental, etc.. Students are new to professional college life. It creates a lot of stress, especially to hostel students who are away from family for the first time. Students from educationally weak background feel complex and hesitations in class and unable to perform well due to inhibitions. Statistics reveal increasing number of suicides and dropouts. Considering the student-teacher ratio in classrooms, it is difficult at times to give personal attention to each student in class. One solution therefore is a 'Mentor' who can form the bond with students in the true sense. Mentoring is required for students to achieve emotional stability and to promote clarity in thinking and decision making for overall progress. 4. The Practice. • Each teacher is assigned around 10-12 students for the complete duration of their study. • They meet at least once a month to discuss, clarify and share various problems which may be personal or academic, etc. • The mentors encourage the students to participate in co-curricular and extracurricular activities and sports. • Their academic performance and other activities are all recorded. • The mentors also keep in touch with the parents on their attendance, test performance, fee payment, examinations etc. on weekly basis • The mentors also counsel the students in need of emotional problems. • When the students have any problem in any department either with the staff or with work completion the mentors speak with the respective staff and sorts out the problem. • Mentors take special care of weak students, who are given advice on how to study, prepare a time table for study and clarify the doubts and also given notes to study. • Chief Mentor of department takes the progress of counseling of students by mentors. • Students problems are discussed with the departmental heads, other faculties and necessary action taken to solve it. 5. Evidence of Success Evidence of success of the practice includes university ranks, better results in the examinations, improved attendance, less drop outs, increased participation in co-curricular and extracurricular activities, better discipline on campus and respectful relationship between teachers and students. The students are more relaxed and have a healthy relationship with the staffs. 6. Problems Encountered and Resources Required This practice requires committed teaching staff who has the sere to help students beyond teaching hours. There are no limitations or constraints faced during implementing the program. 1. Title of Best Practice - Establishing a sustainable teaching - learning process 2. Objective • To ensure the completion of syllabus according to the academic calendar of College • To encourage teachers to adapt to advance pedagogical methods including ICT adoption in class room teaching • To improve pass percentage, average marks in each year and enhance the number of ranks bagged by the college at the university level examinations. • To increase the placement of college as quality of students would be improved. 3. The context Different teachers use different methods to teach in class. They teach at different paces. It was observed that syllabus coverage remains a challenge when there is need of uniformity. The teachers find it difficult to keep pace with the techno - savvy student learners. There was a need of uniformity and

standard setting so that everyone is able to meet the objective of best teaching practices. It has become essential for teachers to adopt to the latest pedagogic styles and include ICT in class room teaching. The mismatch between the student learner and the teacher in the use and comfort of handling varieties of tools available for teaching - learning needs to be bridged.

4. The practice

- Academic calendar is planned by the respective department under the instructions of Director and Dean.
- Academic calendar is uploaded on the website for information to students, teachers and others.
- On the basis of that, every faculty member prepares the academic planner in the form of course file which is audited by the department head.
- The heads of different departments monitor the pace of coverage of the syllabus.
- Timely Feedback is obtained from students regarding the content delivery by different teachers.
- Assignments, tests and evaluation are conducted at scheduled dates to improve performance in the semester-end examinations.
- Timeline of Assignments, syllabus coverage is monitored by Dean Academics at regular intervals.
- All the class rooms are ICT ready and all the departments adapted their class room teaching with the help of ICT.

5. Evidence of Success

- All teachers have adopted modern pedagogic styles and ICT in their classes.
- Appropriately paced and timely completion of syllabus
- Increased attendance in the classes.
- Improvement in results.
- Every year we have branch toppers and university toppers.

6. Problems encountered and resources required. This practice requires a monitoring system which can show the progress and gaps at each point of time. The institute ERP is serving the purpose but it needs up gradations as the time changes.

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

<http://www.biyanicolleges.org>

### 7.3 – Institutional Distinctiveness

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

Biyani Girls College is very keen at facilitating personal commitment to the educational success of students and thus the Academic committee consisting of Principal / Director, senior faculty members and Examination Coordinator prepares the academic calendar well in advance before the commencement of the session. The faculty members before the commencement of session prepares the lesson plan, and make it available to the students. Efforts are being made for the past few years to change the Teaching-Learning environment into activity based learning. Following are the methods adopted to transform the academic environment:

- Changing the teaching methodology by encouraging the faculty to use power point presentation where ever required.
- Extensive use of online content and other video lectures to support the class-room teaching.
- Students are encouraged to present poster and oral paper presentations.

Counseling system:

- Every Faculty member is allotted 12 to 15 students to whom one acts as a counselor. The counselor identifies the academic and personal problems of her ward.
- The wards are encouraged to participate both in curricular and extra-curricular activities.
- Each department arranges guest lecturers periodically addressed by the eminent persons from industry, academic and research institutions.
- Eminent experts of national reputed people are invited from academic /organization /industries for seminar, workshop, conferences etc.

In addition to the classroom interactions, following are the other methods of learning experiences provided to the students:

- Project work
- Short term Industrial visit
- Internships.
- Oral presentation
- Seminars/ Symposiums/ Workshops
- Paper presentations/ Group discussions
- Providing access to e-journals and e-books by use of ICT in delivering and learning process

Emphasis is paid to obtain feedback from parents, students, faculty members and alumni

through informal contact to obtain information about qualitative changes which are required. Feedback System -

- Students give feedback about the faculty at the end of each session.
- Feedback is taken from the parents of the wards.
- Feedback is also taken from alumni
- Teachers are also involved in giving feedback.
- Employer feedback is also taken annually.

The students play major role in the events like Annual day, Sports day etc., which are being organized by the college and inculcate the qualities of co-operation, co-ordination and team work. Personality development programs and seminars are being conducted from the first year to improve communication skills, soft skills of the students. Social Awareness Activities like Go Green Activity through tree plantation and preservation drives, blood donation camp, hospital visits and interaction with patients and distribution of nutritious food and visiting nearby villages and helping them according to their requirements. Outcome:

- Improved students' understanding in domain knowledge.
- Improved results and pass percentage.
- Reduced backlogs and detention.
- Improved placements and opting for higher studies.

Provide the weblink of the institution

<http://biyanicolleges.org>

### **8.Future Plans of Actions for Next Academic Year**

The College IQAC has identified the broad objectives which the College should strive to achieve during this period, which are enumerated as under -

- 1) To create an active environment for full development of students, faculty members and support staff.
- 2) To facilitate continuous up-gradation and updation of knowledge use of technology, by faculty and students.
- 3) To create awareness and initiate measures for protecting and promoting environment by various campaigns and seminars.
- 4) To encourage and facilitate research culture, to promote research by students and faculty members.
- 5) To encourage faculty to undertake Consultancy Assignments.
- 6) To encourage faculty to organize and take part in Faculty Improvement Programmes, National and International Conferences.
- 7) To encourage faculty to participate in syllabus framing (at Board of Studies), setting question papers (at University Examinations), visit other institutions as resource persons, etc.
- 8) To provide additional thrust to slow learners and advanced learners for getting better scores in University.
- 9) To upgrade library resources to include digital content which can be accessed online by students and faculty members.
- 10) To enter into more MOU's with Corporates and Industry Associations to promote Academia - Industry Linkages, to enable placements, internship, training, etc. for the students.
- 11) To foster and strengthen relationship of Alumni with the Institution.
- 12) To continue to provide formal education to needy and deserving students, by providing - fee concessions, fee waiver, book bank facility, etc. under the Need Based Scholarship of the institution.
- 13) To continue to organize extension activities for the benefit of the society and to create awareness on various social issues.