

**Shri Bhagwandas Todi College, Lachhmangarh
(Sikar) Rajasthan**



Annual Quality Assurance Report (AQAR)

2013-14

(NAAC Track ID : RJCOGN13016)

N.H.-11, Lachhmangarh (Sikar) Rajasthan

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The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC.

Part – A

1. Details of the Institution

1.1 Name of the Institution

Shri Bhagwandas Todi College

1.2 Address Line 1

Lachhmangarh

Address Line 2

City/Town

District - Sikar

State

Rajasthan

Pin Code

332311

Institution e-mail address

sbdctlax@yahoo.com

Contact Nos.

01573 - 222497

Name of the Head of the Institution:

Dr. Nagender Singh Nathawat

Tel. No. with STD Code:

01573 - 222089

Mobile:

9829042978

Name of the IQAC Co-ordinator:

Dr. Rana Pratap Singh

Mobile:

9414499004

IQAC e-mail address:

naaccosbdtclax@gmail.com

1.3 NAAC Track ID

RJCOGN13016

1.4 NAAC Executive Committee
No. & Date:

EC/41/103 Dated 10/02/2007

1.5 Website address:

www.todiccollege.com

Web-link of the AQAR:

1.6 Accreditation Details

S. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	73.70	2007	Five Year
2	2nd Cycle	B	2.62	2014	Five Year
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

23/05/2007

1.8 AQAR for the year

2013 -14

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC .

- i. **AQAR 2007-08 submitted to NAAC on 24-07-2009**
- ii. **AQAR 2008-09 submitted to NAAC on 31-03-2010**
- iii. **AQAR 2009-10 submitted to NAAC on 25-04-2011**
- iv. **AQAR 2010-11 submitted to NAAC on 16-01-2012**
- v. **AQAR 2011-12 submitted to NAAC on 19-11-2012**
- vi. **AQAR 2012-13 submitted to NAAC on 24-12-2013**

1.10 Institutional Status

University	State	Central	Deemed	Private
Affiliated College	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Constituent College	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Autonomous college of UGC	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Regulatory Agency approved Institution	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution	Co-education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>
	Urban	<input type="checkbox"/>	Rural	<input checked="" type="checkbox"/>	Tribal	<input type="checkbox"/>
Financial Status	Grant-in-aid	<input type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>
	Grant-in-aid + Self Financing	<input type="checkbox"/>	Totally Self-financing	<input checked="" type="checkbox"/>		

1.11 Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phys Edu)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>		
Others (Specify)	<input type="text" value="....."/>								

1.12 Name of the Affiliating University

University of Rajasthan, Jaipur

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and Community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

Enhancement in teaching-learning process and research work.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. To provide maximum teaching through ICT. 2. To provide academic leave for improving their future academic Prospects. 3. Research papers will be contributed in various streams. 4. To provide financial aid to economically weaker students. 5. Dress code applied for student to maintain discipline.	All mention plan of action fulfil.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate any other body

Provide the details of the action taken

Management provides free ship to 20 students belonging to economically weaker section of the society.
 Management insisted that the quality of the teaching staff need to be enhanced.

Criterion – I: Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	1	2	3	-
UG	3	-	3	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	3	-	-	3
Others	-	-	-	-
Total	7	2	6	3

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	NIL
Trimester	NIL
Annual	09

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

NO

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Two Departments have been introduced –

1. M.A. in English & 2. M.Sc. in Zoology

Criterion – II: Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	26	09	-	-	17

2.2 No. of permanent faculty with Ph.D. **04**

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	26	NIL	-	-	-	-	-	-	26	NIL

2.4 No. of Guest and Visiting faculty and Temporary faculty **17** **NIL** **NIL**

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars	NIL	06	NIL
Presented papers	NIL	05	NIL
Resource Persons	NIL	NIL	NIL

2.6 Innovative processes adopted by the institution in Teaching and Learning:

PPT Presentation, Oral teaching by the IIIrd year students in class.

2.7 Total No. of actual teaching days during this academic year **180**

2.8 Examination/ Evaluation Reforms initiated by the Institution **Term test in class**
(for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions).

2.9 No. of faculty members involved in curriculum Restructuring/ revision/ syllabus development as member of Board of Study/Faculty/Curriculum Development workshop. **06**

2.10 Average percentage of attendance of students **85**

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A. Part III	114	-	2.63%	34.21	45%	60.52%
B. Com Part III	53	-	00%	41.50	58.49%	92.45%
B.Sc Part III	49	-	32.65%	32.65	28.57%	75.51%
M.A.Final (Geography)	18	-	61.11%	33.33	05.55%	100%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

It monitors and supervises the Teaching & Learning processes

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	NIL
UGC – Faculty Improvement Programme	NIL
HRD programmes	NIL
Orientation programmes	NIL
Faculty exchange programme	NIL
Staff training conducted by the university	NIL
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	NIL
Others	NIL

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	06	-	-	-
Technical Staff	02	-	-	-

Criterion – III: Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

IQAC encourage the teachers for paper presentation in conferences and seminar. They also encourage them to write research paper and publish in ISSN Journals.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs	NIL	NIL	NIL	NIL

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	08	NIL	NIL
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	-	05	00
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	---	-	--
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects	-	-	-	-

<i>(other than compulsory by the University)</i>				
Any other(Specify)	-	-	-	-
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books
ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conference organized by the Institution

Level	International	National	State	University	College
Number		01			
Sponsoring agencies		UGC			

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaboration International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
NIL	-----	-----	-----	-----	---	---

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- 1. One day seminar by NSS on Gandhi Jayanti .**
- 2. One day workshop on “ Loktantra me patrakarita ki bhumika” by NSS.**
- 3. Two day of National Seminar organised by Department of English.**
- 4. UNO Day & International Human Rights Day was organised by Department of Political Science**
- 5. NSS Volunteers take part in pulse polio eradication programme and plantation.**
- 6. The institution organised various activities through NSS, NCC, Cultural Committee, Women Wing, Essay and other Competition organizing Committee.**

Criterion – IV: Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	50 acres	-	-	50 acres
Class rooms	22	-	-	22
Laboratories	11	-	-	11
Seminar Halls	01	-	-	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	03	UGC	03
Value of the equipment purchased during the year	-	Rs.50,250.00	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

Computerized Accounts data on tally Software.

About 15,000 books have been computerized and rest under process.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	29762	-	503	114787	30265	-
Reference Books	7428	-	02	750	7430	-
e-Books	-	-	-	-	-	-
Journals	09	-	-	-	-	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	43	01	07	01	01	03	03	-
Added	01	-	03	-	-	-	02	-
Total	44	01	10	01	01	03	05	-

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

Three internet connections are added in the different departments to grow the faculty empowerment and developing the learning skills of the students.

4.6 Amount spent on maintenance in lakhs :

i) ICT	---
ii) Campus Infrastructure and facilities	511740.00/-
iii) Equipments	23353.00/-
iv) Others	27235.00/-
Total :	562328.00/-

Criterion – V: Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

All the activities and its documents are being constantly evaluated and improved every year.

5.2 Efforts made by the institution for tracking the progression

Different programmes are being organized according to the criteria's defined by the NAAC.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1027	32		

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

No	%
--	--

Men

No	%
--	--

Women

Last Year (2012-13)							This Year (2013-14)						
Gen	SC	ST	OBC	Minority	PH	Total	Gen.	SC	ST	OBC	Minority	PH	Total
301	110	05	571	28	00	1015	316	111	03	628	01	00	1059

Demand ratio

Dropout %

42

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Students are motivated for the preparation of National and State level Competitive examinations and they are also provided useful books.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	02	SET/SLET	---	GATE	---	CAT	---
IAS/IPS etc	---	State PSC	---	UPSC	---	Others	03

5.6 Details of student counselling and career guidance

Students are provided valuable suggestions for making their future bright. Students are provided good guidance for competitive exams by developing their educational qualities. Besides, their personal problems are also met out by Career Counselling Centre.

No. of students benefitted

NIL

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
NIL	NIL	NIL	NIL

5.8 Details of gender sensitization programmes

NIL

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level **01** National level **NIL** International level **NIL**

No. of students participated in cultural events

State/ University level **NIL** National level **NIL** International level **NIL**

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level **NIL** National level **NIL** International level **NIL**

Cultural: State/ University level **NIL** National level **NIL** International level **NIL**

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-----	87920
Financial support from government	117+267=384	----
Financial support from other sources	253+2=255	----
Number of students who received International/ National recognitions	NIL	NIL

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

NIL

Criterion – VI: Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

To provide academic excellence with an interdisciplinary approach and transform students into a skilful and creative human resource through meaningful and skilful way of learning.

6.2 Does the Institution has a management Information System

Meetings are held at regular intervals between Management and Staff members.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

N.A. (Being an affiliated college it follows curriculum as set by the affiliating University i.e. University of Rajasthan, Jaipur.)

6.3.2 Teaching and Learning

We have made many improvements in this process via involving ICT enabled teaching and also by inviting external experts for delivering extension lectures.

6.3.3 Examination and Evaluation

Regular term test and class test are being organised beside university exams.

6.3.4 Research and Development

Various faculty members are engaged in MRP and other projects sanctioned by UGC. Beside staff members are promoted to pursue their research work.

6.3.5 Library, ICT and physical infrastructure / instrumentation

We have rich library and ICT enabled lab. Our sports and laboratory infrastructure are also well maintained.

6.3.6 Human Resource Management

NIL

6.3.7 Faculty and Staff recruitment

Faculty and Staff recruitment is made through a proper selection board for vacant positions.

6.3.8 Industry Interaction / Collaboration

NIL

6.3.9 Admission of Students

Students are provided admissions through merit basis or as per provisions of Directorate College Education and affiliating University.

6.4 Welfare schemes for

Teaching	Complete Tuition fee exempted for staff wards.
Non teaching	Complete Tuition fee exempted for their wards.
Students	Many scholarships are provided by the college.

6.5 Total corpus fund generated

Yes

6.6 Whether annual financial audit has been done

Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Govt. of Raj.	Yes	Principal
Administrative	Yes	Govt. of Raj.	Yes	Principal

6.8 Does the University/ Autonomous College declare results within 30 days? **N/A**

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

These efforts are made and settled by affiliating University.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

N/A

6.11 Activities and support from the Alumni Association

We have a student's Alumni Association in our college which incorporates valuable suggestions and support to promote the institution.

6.12 Activities and support from the Parent – Teacher Association

Parents – Teacher Meetings are held in college every year.

6.13 Development programmes for support staff

College organizes extension lectures.

6.14 Initiatives taken by the institution to make the campus eco-friendly

Plantation programmes are held by NSS volunteers every year.

Criterion – VII: Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

**Compliance of uniform dress code for the students.
CCTV Cameras installed in the college building to maintain proper discipline.
Students are motivated to make their presentations in the classrooms.**

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- 1. Research papers will be contributed in various streams.**
- 2. To provide financial aid to economically weaker students.**

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- 1. Uniform dress code started for the students.**
- 2. Extension lectures are organized at regular intervals.**

7.4 Contribution to environmental awareness / protection

300 Plants have been planted with help of NSS volunteer during the year and cleanliness of the campus is promoted by their support.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

NIL

Plans of institution for next year

1. To provide maximum teaching through ICT.
2. To promote teaching staff for involving more in research work and thereby improve their future academic Prospects.
3. To promote presentations or research papers in various streams.
4. To provide free ship to twenty economically weaker students.
5. To provide free ship to twenty outstanding sports persons.

*Name: Rana Pratap Singh
(Coordinator, IQAC)*

*Name: Dr. Nagender Singh Nathawat
(Principal)*

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
