



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		KAUTILYA WOMEN TEACHER;S TRAINING COLLEGE
Name of the head of the Institution		Dr. Mahendra Kumar Upadhyaya
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		074432470786
Mobile no.		9602055950
Registered Email		kautilyattcollege@rediffmail.com
Alternate Email		drmahendra42@gmail.com
Address		NH - 27, Bypass Rawat Bhata Road, Nayagaon
City/Town		Kota
State/UT		Rajasthan
Pincode		324010

<b>2. Institutional Status</b>	
Affiliated / Constituent	<b>Affiliated</b>
Type of Institution	<b>Women</b>
Location	<b>Urban</b>
Financial Status	<b>Self financed</b>
Name of the IQAC co-ordinator/Director	<b>Brijesh Kumar</b>
Phone no/Alternate Phone no.	<b>07442470786</b>
Mobile no.	<b>8426832359</b>
Registered Email	<b>kautilyattcollege@rediffmail.com</b>
Alternate Email	<b>drmahendra42@gmail.com</b>

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="https://www.kautilyacollege.com/uploads/img/IOAC17-18.pdf">_https://www.kautilyacollege.com/uploads/img/IOAC17-18.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	<b>Yes</b>
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://www.kautilyacollege.com/sitePages/topic/146">https://www.kautilyacollege.com/sitePages/topic/146</a>

<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
<b>1</b>	<b>C</b>	<b>1.88</b>	<b>2012</b>	<b>05-Jul-2012</b>	<b>04-Jul-2017</b>

<b>6. Date of Establishment of IQAC</b>	<b>11-Aug-2011</b>
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<b>7. Internal Quality Assurance System</b>
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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>Nukkad Natak Beti Bachao</b>	<b>30-Aug-2018</b>	<b>18</b>

-Beti Padhao	1	
Guest Lecture on Save Girl child	11-Oct-2018 1	385
Remedial Coaching classes for identified weak student teachers	11-Oct-2018 1	406
Nukkad Natak on Aids awareness	22-Dec-2018 1	22
Youth Day	12-Jan-2019 1	115
Republic Day	26-Jan-2019 1	272
Basant Panchami	18-Feb-2019 1	45
Womens Day	08-Mar-2019 1	356

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**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
<b>No Data Entered/Not Applicable!!!</b>				
<b>No Files Uploaded !!!</b>				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View Link](#)

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

3

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

No

Upload the minutes of meeting and action taken report

**No Files Uploaded !!!**

**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)**

Supervision of construction of new seminar hall, 3 new class rooms on 2nd loor, Raising height of Boundary Wall, Renovation of Flooring from Main Gate to Porch and Parking Area and installation of security Cameras.

The IQAC recommended last year to apply for award of cleanliness ranking given by the AISHE, HRD Ministry, Government of India THE INSTITUTION HAS BEEN CONFERRED 5th RANK IN 2018.

Conducted one week open air session in the campus in which rally is organized on First day, sports activities through houses are organized on Second and third days , cultural competitions are organized on fourth and fifth days and on last day prize distribution is organized.

Purchase of 15 laptops and 1 computer in ICT laboratory and furniture for newly built 15 class rooms and 5 laboratories.

Social activities like rallies and camps organized

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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
Supervision of ongoing construction of 3 new class rooms on 2nd floor, new seminar hall and raising height of Boundary Wall, Renovation of Flooring from Main Gate to Porch and Parking Area.	Completed
Procurement and installation of Security Cameras in the campus.	Completed
Procure furniture for newly built 15 class rooms and 5 laboratories.	Procured
The IQAC recommended last year to apply for award of cleanliness ranking given by the AISHE, HRD Ministry, Government of India THE INSTITUTION HAS BEEN CONFERRED 5th RANK IN 2018	Award Received
Organize orientation and talent search programme for newly admitted student teachers.	Organized
Organize ICT workshop for newly admitted student teachers and faculty members	Organized
Motivate faculty members to participate in seminars/ conferences.	Faculty members attended and 41 papers were presented by them.
Conduct one week open air session in the campus in which rally is organized	Conducted

on First day, sports activities through houses are organized on Second and third days, cultural competitions are organized on fourth and fifth days and on last day prize distribution is organized.	
Purchase of laptops and computer in ICT laboratory	Procured
Social activities like rallies and camp.	Organized
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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
Management Committee	05-Jun-2023

<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
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<b>16. Whether institutional data submitted to AISHE:</b>	Yes
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Year of Submission	2019
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Date of Submission	28-Feb-2019
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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)	<p>There is a Management committee of 15 members. The president is the head of the management committee. The president of the committee issues directions to the head of the institution ie Principal. Administrative office and faculty members work under supervision of the Principal. For smooth running of the institution, the Principal frames some committees which work as per the responsibilities delegated to them. The institution provides diaries to the student teachers at the beginning of the academic session. During the session every student teacher fills the details related to her day to day working in their diaries, which are examined by the teacher concerned. Through these diaries the teacher in charges come to know about the progress</p>
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of the student teachers. This year there are 53 faculty members who act as teacher in charges. Each teacher in charge has been allotted 10 to 11 student teachers. Out of these student teachers, one student teacher is nominated as student teacher mentor by the teacher in charge. All other student teachers remain in contact with the student teacher mentor. All activities of the institution remain in the knowledge of the president and then management committee through this chain. In the functioning of the institution various committees are involved. These committees are declared by the Principal and all these committees work independently and obtain sanctions when needed. Each committee keeps their records. The data related to admission, incoming students, outgoing students, academic record of term examinations, term exams result, feedback obtained from various stakeholders, requirements of departments, library, all sports and cultural activities conducted through houses, expenditure incurred on procuring equipment and in the maintenance or new infrastructure, mentoring of the student teachers etc is submitted to the office of the Principal, where the detail is posted in computer after the completion of task. At the end of the session each committee submits its report to the principal. On the basis of these reports the IQAC prepares annual report and submits to the head of the institution. The head of the institution goes through the report and after making necessary correction, if any, hands over to the President of the management committee, who places the report before the management committee. The institution tries its best to maintain all kinds of data related to the institution in the office of the Principal.

## 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

The institution has to follow the curriculum provided by the affiliating university. The institution has a well-planned mechanism to deliver the contents of the curriculum to all its students. It prepares its calendar indicating all curricular and co-curricular activities. This calendar is prepared under the supervision of the IQAC of the institution. The calendar is circulated among all students by displaying on the notice board and on the website of the institution. Therefore all students are well aware of the academic activities of the campus at the start of the session. An orientation and talent search programs are arranged by the IQAC for the newly admitted students. In the orientation programme all activities to be organized in the campus are explained in detail to all students. Duration for Block teaching, micro teaching, preparation of lessons, procedure for selection of contents, workshop for preparation of OHP/ power point slides etc. are clearly demarcated in the calendar as academic part. This being a teachers training institute, students are also introduced about methodology and skills to be developed during their course. Faculty members discuss the syllabus in the classrooms and inform the students regarding part of syllabus to be covered in I or II internal exams. The institution holds internal exams twice a year in the month of January and May. The dates are shown in the calendar. All students are well notified regarding these internal exam dates. The institution sets the paper as per the university examination. This practice helps the students to understand how the questions are asked in the university examination. As per university norms during internship, each student teacher of I year maintains separate diaries for the work assigned. Each student teacher has to prepare 20 diaries. Each student prepares 8 sessional work (6 for compulsory papers and 2 for optional papers), 2 daily lesson plans, 1 school observation, 1 SUPW, 1 school introduction, 1 EPC-I reading and reflecting, 1 EPC-II drama and art in education and 1 EPC-III critical understanding of ICT, 2 criticism lessons, 2 unit tests. Similarly students of II year maintain 22 diaries while visiting practice school namely 6 sessional work, 1 portfolio including teaching learning plan, , 1 EPC-IV understanding the internal self-assessment, 1 I-block teaching, 1 II-block teaching, 1 class room observation, 1 school observation programme, 1 observation report, 1 interaction report, 1 assessment of teaching, 1 student teacher co-curricular activities, 1 participation in administrative work of school with report making, 1 participation in co-scholastic work of school with report making, 2 criticism lessons, 2 final lesson. Each student of D. El. Ed (STC) prepares 21 diaries namely 1 for daily lesson, 1 ten days school observation, 1 for case study, 5 for criticism lesson, 10 for sessional work, 2 for final lesson, 1 for subject analysis. Similarly each student of D. El. Ed. (STC) II Year prepares 20 diaries namely 1 school observation, 1 daily lesson, 1 case study, 5 criticism lessons, 10 sessional work, 2 final lesson, 1 subject analysis.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
<b>No Data Entered/Not Applicable !!!</b>					

**1.2 – Academic Flexibility**

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
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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
<b>No Data Entered/Not Applicable !!!</b>		

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

Certificate	Diploma Course
<b>No Data Entered/Not Applicable !!!</b>	

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

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	B. Ed. I Year Teaching Skill Development Internship	200
BEd	B. Ed. II Year Teaching Skill Development Internship	199
Nill	D. El. Ed. I Year Teaching Skill Development Internship	50
Nill	D. El. Ed. II Year Teaching Skill Development Internship	50
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### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
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 institution obtains the feedback physically on already prepared questionnaire from all its stakeholders ie Students, Teachers, Non-teaching staff members, Alumni and parents. These questionnaires contain objective questions which makes their evaluation easy. All feedback forms contain questions related to campus, faculty, curriculum, co-curricular activities in the campus, infrastructure such as laboratories, library etc. Each question has



three options ie A Excellent, B Very Good and C Average. After obtaining the answers of questions asked in the questionnaire all answers are filled up in the excel sheet by the computer operator of the college. Using excel sheet the team of the faculty members analyse the data. The feedback has been obtained from 160 students, 53 teachers, 40 alumni, 40 parents, 22 guest visitors and 7 employers. For analysing, the feedback obtained from different stakeholder's percentage of excellent, very good and average of each question is calculated. Last question in the questionnaire is related to the overall rating of the institution. This year results calculated regarding the feedback about the institution from various stakeholders were as follows. The Students have rated 63.75 for excellent, 23.75 for very good and 12.5 for average, The Teaching Staff members have rated 60.4 for excellent and 39.6 for very good, The Parents have rated 55 for excellent, 32.5 for very good and 12.5 for average, The Guest and Visitors have rated 68.18 for excellent and 31.82 for very good, The Employers (society members) have rated 57.1 for excellent and 42.9 very good The Alumni has rated 40 for excellent, 17.5 for very good and 42.5 for average. These results have been obtained on the basis of total received answers and of students replying for particular options have been calculated. A sheet was prepared indicating the number of students who opted for option A or B or C for each question and calculated. On the basis of these calculations, conclusion is drawn. The analysis is also made available on official website. All record related to feedback is submitted to the IQAC by the committee.

## 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
BEd	First Year	200	200	200
B.Sc.B.Ed	First Year	50	50	45
Nill	D. El. Ed. I Year	50	50	50

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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
2018	444	0	40	0	40

### 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
47	47	6	4	2	6

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

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

The institution has developed its own system to monitor the activities of the student teachers. In this mechanism a system of chain has been established to monitor. Equal number of students are allotted under teacher - in-charges for supervision. Out of these student teachers, the teacher-in-charge deputes one senior student of the group as student mentor. All students of the group contact this student mentor to resolve their problem, if any. The student mentor tries to resolve their problems at her level. In case, she is unable to resolve, then the student mentor contacts the teacher in charge. In case the problem is related to office, the teacher-in-charge contacts the office, if it is related to academics, the problem is brought in the knowledge of faculty concerned to resolve the difficulties. If the problem is related to administration, the things are brought in the knowledge of the Principal so that the issue can be resolved. A faculty meet is organized on the last day of the month in which all the teacher-in-charges discuss their student related problems. Thus, the activities of all student teachers remain in the knowledge of all the teacher-in-charges. If required, the Principal brings the matters in the knowledge of the Management committee through the President or Secretary so that the issues can be resolved. The management committee is of the view that students can discuss their problems within their group very comfortably rather than discussing with their teachers. The system developed in the campus has really given very fruitful results as they also know that all teachers are well aware of their problems. This year total strength of the students in the institute is 544. Each teacher-in-charge has been allotted 10 or 11 students. The list of students is displayed on the notice board at the start of the session to inform the student teachers. Participation of students in different co-curricular activities is monitored during the open air session through sports and cultural committees. The committees report the teacher in charges regarding the students actively taking part in the activities. The student teachers who are not participating actively are encouraged to participate in some of the activities so that their shyness can be removed. All student teachers have been allocated their houses and they participate in different activities through their houses. Captain and vice-captain of each house ensures the participation of maximum student teachers in various co-curricular activities. In this way student teachers are mentored at various levels. This helps the institution in overall grooming of the student teachers.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
544	47	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
47	38	9	9	7

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
<b>No Data Entered/Not Applicable !!!</b>			
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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
BEd	83002	II Year	26/07/2019	14/11/2019

B.Sc.B.Ed	91001	I Year	07/08/2019	30/12/2019
B.Sc.B.Ed	D. El. Ed.	II Year	27/07/2019	10/10/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

For the Continuous Internal Evaluation of the student teachers, the institution uses mentoring system and extra-curricular activities organized in the campus. For watching regular activities and performance of the student teacher admitted to this institution, institutional mentoring system helps a lot. Each student teacher remains in contact with the teacher-in-charge. Through regular monthly meeting, all activities of the students remain in the knowledge of all faculty members and the Principal. At the start of the academic session, College calendar is released. Along with the release of the calendar, student teachers are simultaneously allotted their houses. In the campus all student teachers participate through their respective houses. In the calendar prepared by the IQAC cell all academic activities are clearly indicated. Calendar released at the start of the session also indicates dates of two internal examinations. This year these internal examinations are proposed in the month of January and May. These examinations are organized on the similar guidelines on which affiliating university organizes annual examinations. This helps the students to understand the pattern of examination which is followed by the affiliating university. Thus students also understand the pattern of answering the question in their university main examinations. This process helps the students in developing their ability of answering in a better way and they secure better marks. After the internal examination paper assessment is over, the teachers concerned discuss the paper in the class and answer books of one of the internal exam is returned to the students so that at the time of final examinations they can revise. After seeing their answer sheets they realize what mistakes they had done while answering the questions. Since all co-curricular activities are also conducted as per the schedule indicated in the calendar, each student participates in the activity of her interest. The House captain and vice-captain are the senior student teachers to whom student teachers contact to participate in the activities. These House captains and vice-captains remain in contact with the teacher-in-charge of the house. This system helps the institution in continuous internal evaluation.

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

Under the supervision of the college IQAC, a calendar is prepared for the smooth running of the institution and all its activities. The calendar indicates all academic activities like block teaching, preparation of class room lectures, simulating teaching (micro teaching practice), conduct of workshop for preparation of OHP sheets, power point slides etc. Class room seminars are conducted in which students present and explain at least two topics. Teacher concerned approves the contents of the topic. In the calendar, schedule for students' visit to schools for practice teaching is not mentioned as the dates for their visit are finalized by the State Government. However, the institution mentions a note in this regard and a tentative time slot is mentioned at the bottom of the academic calendar. During this tentative time period, the institution does not hold any activity. As per the affiliating university examination policy, out of 100 marks in each subject, 20 marks are to be awarded by the institution and for remaining 80 marks the university conducts final examination. Bifurcation of 20 marks to be awarded is also provided by the affiliating university. As per university norms for 10 marks institution has to conduct an internal exam. 5 marks for sessional exam, for which questions are to be set from the prescribed questions given at the back of the syllabus. 5 marks are awarded on the basis of participation in two

activities like preparation of OHP sheets, or power point programme slide and presentation of the topic in class room seminar. The answer sheets are sent to the affiliating university and the awards secured by the student is declared by the affiliating university along with the final result. The marks awarded for this term exam are kept confidential. At institutional level two term exams are conducted. The answer sheets of one term exam is handed over to the student teacher which helps them while preparing for the university examination. Student teachers of Ist year of B. Ed. And D. El. Ed. courses have to complete 28 days internship whereas the student teachers of II year of B. Ed. and D. El. Ed. courses have to complete internship of 96 days.

## 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.kautilyacollege.com/uploads/img/Program-outcome-2018-19.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
83001	BEd	I Year	200	200	100
83002	BEd	II Year	199	199	100
91001	B.Sc.B.Ed	I Year	45	45	100
D. El. Ed. I Year	B.Sc.B.Ed	D. El. Ed. I Year	50	50	100
D. El. Ed. II Year	B.Sc.B.Ed	D. El. Ed. II Year	50	50	100

[View Uploaded File](#)

## 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.kautilyacollege.com/uploads/img/STUDENT%20SATISFACTION-SURVEY-2018.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
<b>No Data Entered/Not Applicable !!!</b>				
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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
<b>No Data Entered/Not Applicable !!!</b>		

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
<b>No Data Entered/Not Applicable !!!</b>				
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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
<b>No Data Entered/Not Applicable !!!</b>					
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**3.3 – Research Publications and Awards**

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
<b>No Data Entered/Not Applicable !!!</b>		

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

Name of the Department	Number of PhD's Awarded
Education	3

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)
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

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
<b>No Data Entered/Not Applicable !!!</b>	
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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
<b>No Data Entered/Not Applicable !!!</b>						
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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
<b>No Data Entered/Not Applicable !!!</b>						
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### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	39	0	0
Presented papers	0	39	0	0
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### 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
Plantation in near by village	Kautilya Mahila Shikshak Prashikshan Mahavidyalaya	28	315
Nukkad Natak Beti Bachao -Beti Padhao	Kautilya Mahila Shikshak Prashikshan Mahavidyalaya	3	15
Swachchh Bharat Abhiyan Rally	Kautilya Mahila Shikshak Prashikshan Mahavidyalaya	30	315
Guest lecture on Save Girl Child	Kautilya Mahila Shikshak Prashikshan Mahavidyalaya	30	355
International Girl Child Day Rally	Kautilya Mahila Shikshak Prashikshan Mahavidyalaya	28	378
Nukkad Natak on Aids awareness	Kautilya Mahila Shikshak Prashikshan Mahavidyalaya	4	18
Rally on save electricity and water	Kautilya Mahila Shikshak Prashikshan Mahavidyalaya	12	340
Yoga Camp	Kautilya Mahila Shikshak Prashikshan Mahavidyalaya	32	110
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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
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			Benefited
Cleanliness Award	All India Survey Non- residential College Swachchhta Ranking 2018	AISHE, HRD Ministry, Government of India, New Delhi	544
<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/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Environmental Social activity	Kautilya Mahila Shikshak Prashikshan Mahavidyalaya	Plantation in near by village	28	315
Social Activity on Gender Issue	Kautilya Mahila Shikshak Prashikshan Mahavidyalaya	Nukkad Natak Beti Bachao -Beti Padhao	3	15
Swachchh Bharat Abhiyan	Kautilya Mahila Shikshak Prashikshan Mahavidyalaya	Rally	30	315
Gender Issue	Kautilya Mahila Shikshak Prashikshan Mahavidyalaya	Guest lecture on Save Girl Child	30	355
Gender Issue	Kautilya Mahila Shikshak Prashikshan Mahavidyalaya	International Girl Child Day Rally	28	378
Aids Awareness	Kautilya Mahila Shikshak Prashikshan Mahavidyalaya	Nukkad Natak on Aids awareness	4	18
Health awareness	Kautilya Mahila Shikshak Prashikshan Mahavidyalaya	Yoga Camp	32	110
<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
Faculty exchange Activity	9	Being local institutions financial support not needed	6
Student exchange Activity	45	Being local institutions financial support	6



not needed

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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
Teaching Skill development	B. Ed. I Year Internship	Different Schools Affiliated with Rajasthan Board from class 6 to 12 class as per convenience of students	29/10/2018	30/11/2018	200
Teaching Skill development	B. Ed. II Year Internship	Different Schools Affiliated with Rajasthan Board from class 6 to 12 class as per convenience of students	22/12/2018	15/05/2019	199
Teaching Skill development	D. El. Ed. I Year Internship	Different Schools Affiliated with Rajasthan Board from class 1 to 8 class as per convenience of students	29/10/2018	30/11/2018	50
Teaching Skill development	D. El. Ed. II Year Internship	Different Schools Affiliated with Rajasthan Board from class 1 to 8 class as per convenience of students	22/12/2018	15/05/2019	50

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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>			
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## 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
128.5	114.6

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Newly Added
Seminar Halls	Newly Added
Others	Existing
Others	Existing
Others	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
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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 partially)	Version	Year of automation
Library Management System	Partially	Ver 2.6.0.0	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	8143	1082379	0	0	8143	1082379
Reference Books	1476	173411	0	0	1476	173411
Journals	114	29410	6	1220	120	30630
Others(s pecify)	30	41400	0	0	30	41400
Others(s pecify)	29	12499	0	0	29	12499
Others(s pecify)	10	31465	2	10644	12	42109

pecify)						
Others(s pecify)	4	33700	0	6880	4	40580
Library Automation	1	75000	0	0	1	75000
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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
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	43	1	1	0	1	1	2	2805	0
Added	16	0	0	0	0	0	0	0	0
Total	59	1	1	0	1	1	2	2805	0

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

28.05 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
<b>No Data Entered/Not Applicable !!!</b>	

#### 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
7.28	7.01	132.4	118.2

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 head of the institution has constituted 16 internal administrative committees. Out of these committees, Time table committee: takes into consideration the optimum use of the available infrastructure such as class room, seminar hall, conference hall, laboratories, SUPW activities, workshop for ICT training, timings for cleanliness at the end of the day etc and sets the time table. Infrastructure committee takes care that optimum utilization of infrastructural facilities is derived and the requirement of infrastructure for

the smooth working of the institution is available on time. If some construction is required, it submits its report to the principal who discusses with the management and requirement is completed. This year on the recommendations of the infrastructure committee, the management committee has purchased furniture of Rs.7,68,665/-., it has also spent Rs.96,83,065/- on boundary wall, flooring from main gate to porch and parking and on maintenance, the institution has spent Rs. 2,34,024/-. Maintenance committee: It remains vigilant regarding any damage to building, boards, and physical facilities in language and other laboratories, class room conditions and furniture etc and to complete the repairing etc in time, if any, is going on. Purchase committee: Procurement of all articles required in the college like requirement of office, equipment chemicals for laboratories, sports related items, books, magazines for library is completed by this committee. Requirement of chemicals, equipment etc, for the laboratories is submitted by the teacher in charges of the laboratories/ department. The institution has purchased 15 laptops and 1 computer unit worth Rs. 2,16,480 in the department of ICT, Rs. 2,92,602 have been spent for procuring instruments like water pump, electric appliances for updating renovated rooms and installation of ACs. Looking to the safety of student teachers in the campus, the institution has spent Rs. 5,93,706 for the installation of security cameras attached to LED screens. On the recommendations of sports committee the purchase committee has procured sports items worth Rs. 11,778/- for the smooth conduct of house tournaments. Sports committee: It makes sure of use of all play fields and indoor games facilities during house tournaments. House tournaments are a regular feature of this institution. The institution tries to provide opportunity to every student of this institution to avail sports facilities. Sports committee makes arrangement to organize well-disciplined house tournaments in the campus. Library committee: The librarian coordinates with the other committee members to ensure that the library facilities are available for the student teachers and faculty members. All faculty members submit list of recommended books for procurement to the committee. The committee decides the number of books to be purchased. Every year physical verification is conducted which helps the institution in maintaining, managing and procuring necessities in time.

<https://www.kautilyacollege.com/uploads/img/Procedure-and-Policies-for-maintaing-facilities.pdf>

## 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	Nil	Nil	Nil
Financial Support from Other Sources			
a) National	Uttar matric Scholarship	174	4326070
b) International	Nil	Nil	Nil
<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 implemetation	Number of students enrolled	Agencies involved
Yoga	01/07/2011	217	College Administration

Career Counseling	01/07/2011	215	College career counseling cell
Language Laboratory	11/07/2011	200	College Faculty of Hindi, English and Sanskrit Department
Remedial Classes	07/09/2011	20	College Faculty members
Mentoring	01/07/2014	544	College Teacher - in- charges
Soft skill Development Preparation of Power point slides	01/07/2016	269	College Faculty
<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>					
No file uploaded.					

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
<b>No Data Entered/Not Applicable !!!</b>		

## 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>					
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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
2018	65	B. Ed.	Education	Kota University, Kota and Vardhman Mahaveer	PG Courses

				Open University, Kota	
2019	89	B. Ed.	Education	Kota University, Kota and Vardhman MahaveerOpen University, Kota	PG Courses
2018	35	D. El. Ed	Education	Kota University, Kota and Vardhman MahaveerOpen University, Kota	UG Courses
2019	39	D. El. Ed	Education	Kota University, Kota and Vardhman MahaveerOpen University, Kota	UG Courses
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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
NET	4
Any Other	24
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Hindi diwas	Institutional Level	52
Open Air session Sports activity	Institutional Level	312
Open Air Session Cultural Competitions	Institutional Level	115
Black board writing Skill Competition	Institutional Level	58
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### 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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
<b>No Data Entered/Not Applicable !!!</b>						

No file uploaded.

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

The student council is by nomination. Meritorious students are nominated for various posts by the head of the institution. The institution has adopted this practice with the view that the students having good academic background will certainly help the institution in raising academic environment in the campus. This practice has given really appreciable results. Such student council involves itself in all college activities with a positive approach. The institution also has adopted the practice of decentralizing its power by the involvement of student teachers in various administrative committees. Involvement of student teachers in these committees provides an opportunity to them to learn about the working of various committees. It increases the decision making power of these students and makes them responsible towards their duties. The student teachers learn about the working in the institution, organizing of different activities, value of cooperative behaviour, how to get the work done from juniors/ seniors/ non-teaching staff etc. In these committees students are given opportunity to participate as active members. This practice helps in overall development of student teachers. Many of the student teachers after joining their jobs in various schools realized the same and have also expressed their experiences.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

150

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

The principal of the institution is chairperson of Alumni Association. President and secretary are nominated from the passed out students. This year, the alumni meet was successfully organized on 18 January, 2019. More than 120 alumni members participated in the event. Present College students arranged a cultural programme on that day. Alumni participated and shared their campus experiences and gave feedback to the IQAC. Till date, the institution does not charge any membership fee from the passing out students therefore all expenditure of the meeting is borne by the management committee.

### 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 head of the institution constitutes various committees so that the work responsibilities may be distributed among faculty members. These committees work independently under his supervision. Whenever the committee feels need of any assistance, they contact the head of the institution. The teacher in charge of the committee is called convener and in every committee (except in examination committee) there is participation of student teachers admitted in

this institution. The institution has constituted various committees like Admission, Timetable, Infrastructure, Maintenance, Library, Purchase, Sports, Examination, Internal audit, Cultural, Career Counselling committee and Grievance cell. In addition to these committees, four clubs namely Science, Hindi, English and Sanskrit clubs have been created in the campus. These constituted committees and clubs work independently and coordinate with other committees to know about the requirements. At the end of the session they submit their reports to the head of the institution. After compiling the reports of all committees, the head of the institution prepares his annual report. This report is forwarded to the Secretary/ President of the managing committee to place before the management committee in the meeting. In all committees except examination committees, student teachers are nominated. They also participate in the functioning of the institution. This also helps the institution in making student teachers understand about the working of the institution and in developing decision making skill among them. Second practice of decentralization of power which the institution follows is organization of House Tournaments. There are four houses namely Meera, Indra, Sarojini and Laxmi. Student teachers are nominated as Captain and Vice Captain of these houses. All student teachers are allocated houses and they participate in various cultural and sports activities through their houses. Student teachers contact the captain or vice captain of their respective houses to participate in activities. All captains and vice captains work under the supervision of their teacher in charges. All sports and cultural activities are organized by the respective committees. This practice decentralizes the power to student teachers and helps the institution in inculcating leadership quality, managerial skill and co-operative behaviour in them.

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

Yes

## 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
Examination and Evaluation	Every year the institute holds internal exams twice a year. These internal exams are conducted in the month of January and May every year. The dates of these examinations are declared in the calendar released by the IQAC at the start of the session. The examination paper is set following the examination pattern of the affiliating university. Out of 100 marks in each subject, the affiliating university conduct final exams for 80 marks and remaining 20 marks are to be awarded by the institution as per the bifurcation provided by the affiliating university. For awarding 20 marks institution conducts internal exam carrying 10 marks, one sessional of 5 marks and remaining 5 marks are awarded for participation of preparation of OHP/ power point slide and its presentation in class room seminar. These awards are given in accordance with the affiliating university



guidelines. For the overall development of the student teachers, we also hold simulating teaching classes. Each student has to present at least three lectures before the student teacher fellows. This helps in removing the stage fear of the students coming from rural background. During this process weak students are identified and the teacher concerned helps them to cope up. After completion of simulating or micro teaching, student teachers visit the schools allotted to them by the state government authorities for internship. Practice of simulating teaching helps the student teachers while appearing before the external examiner for final criticism lesson. External examiner is appointed by the affiliating university who submits awards directly to the university. The evaluation of the First and Second term examination is done by the faculty members and the results and assessed answer sheets of one of the exam is handed over to the students so that they may review before appearing in the final university examination. The awards of other exam is sent to the affiliating university. The awards of the answer sheet sent to the affiliating university is not disclosed to the students as the marks are confidential and declared by the affiliating university with the final result. Students in B.Sc. B.Ed. course have been admitted this year only, therefore institution has only First year class of this course. Each student has to opt for 3 optional and 1 compulsory paper.

Research and Development

The institution is offering courses up to graduate level. However for the upliftment of the faculty the institute regularly emphasizes its faculty to participate in research activities like attending seminars, conferences and submission of papers for publication. Till date faculty members have attended 41 seminars and conferences at national and local levels and have presented 41 papers.

Library, ICT and Physical Infrastructure / Instrumentation

In the overall development of the students and faculty these facilities play an important role. The institution is committed to provide these facilities. The institution already has



purchased 15 laptops and 1 computer this year. Now the ICT laboratory has 59 computers and laptops for use of student teachers. Out of these 59 it has allotted 51 computers/ laptops in the ICT laboratory, D.El.Ed. and B. Ed departments 1 each, Library 1, Language Laboratory 1, Principal Room 1, Accountant 1, 1 in IQAC cell and 2 in office. The institution has built up new wing for library cum reading room and language lab. All laboratories are well equipped with all necessary Equipments, Chemical, Reagents, Maps, tests etc. The institution has also provided generator facility for the time of electricity emergency and has a generator set of 15HP. There are separate rooms for Chairman and Managing Director so that the management committee may remain in touch with the development of the institutional activities. This helps the institution in taking quick decisions regarding policy matters.

Curriculum Development

The affiliating university develops the curriculum for affiliated institutions. We being an affiliated institution follow the curriculum given by the affiliating university. At institution level the curriculum provided by the university is completed during the stipulated time. For the proper implementation of curriculum the institution organizes class room seminars, workshops, guest lectures, group discussions, etc.

Teaching and Learning

Teachers in the institution follow blackboard method and also use audio-visual aids for explaining text to the student teachers during class room studies. The student teachers are given proper training of Block teaching, micro teaching, preparation of lessons for internship etc. The student teachers passing out this institution are also taught about the preparation of OHP slides and power point slides. Each student teacher presents two to three class room seminars. The institution has adopted this method so that the student teachers may compete globally and must be aware of use of ICT. The institution has created Language clubs (English, Hindi and Sanskrit) and Science club in the campus. The student teachers perform

the task or projects allotted to them under the able supervision of faculty members.

Human Resource Management

The management committee of this institution is of the view that human resource is the back bone of any institution. Therefore the management committee is very much concerned about it. In this institution all recruitments are completed with transparency following rules and regulations laid down by the NCTE, State Government and the affiliating University. This year to start First year of B.Sc. B. Ed. Course the management committee has appointed 15 more teachers. The administrative body of the institute regularly encourages the faculty members to uplift their academic career by attending workshops, seminars, conferences and guest lectures. The institution also organizes Guest lectures in the campus so that the faculty as well as its students may come across the new developments in the field of education. The institution tries its level best to retain the faculty members as they are well acquainted with the working and policies followed by the institution. Student teachers also remain in contact with the teachers. Being senior and permanent faculty members they also feel attached with the institution and participate whole heartedly in all institutional activities. Under FDP activities to keep the faculty updated, the institution organizes workshop on ICT every year. In this workshop old faculty members are refreshed while newly recruited faculty members given training regarding use of ICT and latest development related to it. The institution invites experts from the university or other institutions. As per norms of the state government all staff members are granted leaves like casual, privileged, medical, maternity etc. The institution also provides special leaves to its faculty members to pursue higher education, for participating in academic activities such as seminar, conference, workshops etc.

Admission of Students

In Rajasthan, State Government holds common entrance exam (PTET) for the students seeking admission in B. Ed and

BSc. B. Ed. Courses. Similarly a separate common admission test is organized for D. El. Ed. course. Students who qualify the entrance exam submit their choice of institution for admission. All teacher education institutions in Rajasthan get allotment list of students from central admission committee.

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

E-governance area	Details
Planning and Development	The institution prepares its calendar every year. This calendar is displayed on notice board and is up loaded on the official web site as well.
Administration	The institution frequently uses ICT and Office of the institution uses computers in its day to day working. All office staff is accustomed to using computer, laptop facilities available in the campus. All departments maintain their records using computer facility in the campus.
Finance and Accounts	All accounting records are maintained using computers. The institution uses tally programme
Student Admission and Support	The institute obtains a list of admitted student teachers from the organizers of common admission test. The admission committee of the institution verifies on line the documents of the student teachers to be admitted.
Examination	The examination cell of the institution maintains all record of two internal exams conducted by the institution on computers. The result of one of the internal exam is also displayed on the official website of the institution. The question paper for the internal exams is finally set using computer by the faculty members.

### 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
<b>No Data Entered/Not Applicable !!!</b>				
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)
2018	Use of latest techniques in education	Nil	09/10/2018	09/10/2018	35	Nil
2019	Nil	Use of technology in administration management	10/01/2019	10/01/2019	Nil	8

[View File](#)

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>				
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
9	Nil	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Nil	Nil	State Government scholarship schemes are extended to student teachers, Free book set facility for meritorious students

**6.4 – Financial Management and Resource Mobilization**

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

Financial auditing is a regular process in this institution. For internal audit a committee is constituted which comprises of three faculty members, one accounts department representative. They audit the accounts every year and submit their report to the Principal of the institution. This report is placed before the Chairman of the managing committee. For external audit, auditors are appointed by the management committee. After finalization of accounts, statutory financial audit report is submitted to the management committee every

year.

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>		
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6.4.3 – Total corpus fund generated

0
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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	No	Null	Yes	Management Committee of the institution.
Administrative	No	Null	Yes	Management committee of the institution.

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

<p>The parent teachers meet is organized in the institution after completion of the internal examinations. In this meeting the parents also come across the progress of their ward. The IQAC members are also available on this day in their office to collect the feedback from the parents. The parents appreciate meeting with the teachers and feel happy after knowing the progress of their ward. They extend their cooperation for the welfare of their ward. During this meeting parents also discusses their quarries with the teachers. Through this meeting the institution also come to know about its shortcomings which help in improving the working and its reputation in the society.</p>
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6.5.3 – Development programmes for support staff (at least three)

Administrative development program organized for support staff.
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

<p>(1) 18 new well furnished class rooms , 1 new Seminar hall, 5 new well furnished laboratories have been constructed and developed, (2) Raising height of boundary wall to enhance security measures and changing floor from main gate to porch and parking area, (3) New courses BA/ BSc. B. Ed. have been started, (4) Security cameras have been installed to enhance security in the campus. (5) Procurement of laptops/ computers in ICT laboratory</p>
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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	No

## 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
2018	Supervision of ongoing construction of new Seminar Hall and 3 class rooms on 2nd floor`	09/07/2018	05/05/2018	30/09/2018	Nil
2018	Supervision of raising height of Boundary Wall	09/07/2018	05/05/2018	30/09/2018	Nil
2018	Renovation of Flooring from Main Gate to Porch and Parking Area	09/07/2018	05/05/2018	30/09/2018	Nil
2018	Purchase of new Furniture	09/07/2018	06/07/2018	30/09/2018	Nil
2018	Orientation and Talent search Programme for new students	09/07/2018	23/07/2018	24/09/2018	295
2018	Security Cameras installation	09/07/2018	31/08/2018	30/09/2018	Nil
2018	Purchase of 15 laptops and 1 desktop in ICT laboratory	09/07/2018	25/09/2018	30/09/2018	Nil
2018	Workshop on use of ICT for new faculty members and new student teachers admitted	09/07/2018	08/10/2018	10/10/2018	310

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## 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
Nukkad Natak Beti Bachao -Beti Padhao	30/08/2018	30/08/2018	18	0
Guest lecture on Save Girl Child	11/10/2018	11/10/2018	375	10
International Girl Child Day Rally	11/10/2018	11/10/2018	390	16

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 management committee of this institution is very much concerned about the environment in the campus. It has developed a lush green garden in the centre of the campus. Daily morning assembly in the institution is arranged in this garden. A botanical garden has been developed in the campus where a number of medicinal plants have been grown. The institution motivates the students to protect the environment. Plantation in the campus is one of the regular activities taken up. In addition to its campus, student teachers have participated in the plantation programme organized by the institution in nearby villages. A rally on the theme of saving electricity and water was organized in the nearby area by the student teachers. The rally was organized under supervision of 12 faculty members and total 340 student teachers participated in this rally. Students are advised to avoid the use of polythene in their day to day life. The institution has provided dustbins all around in the campus so that cleanliness may be maintained in the campus. The institution has received fifth rank at all India basis for maintaining the cleanliness of the campus. This award "All India Survey Non- residential College Swachchhta Ranking 2018" has been conferred by the AISHE, Ministry of HRD, New Delhi in 2018. The institution holds rallies related to social issues every year in the nearby areas for developing consciousness in the society.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	Nil
Rest Rooms	Yes	Nil

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
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2018	1	1	16/08/2018	1	Camp	Plantation in nearby Village	343
2018	1	1	02/10/2018	1	Rally	Swachchh Bharat Abhiyan	345
2018	1	1	11/10/2018	1	Rally	International Girl Child Day	406
2019	1	1	18/03/2019	1	Rally	Save electricity and water	352
<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)
<b>No Data Entered/Not Applicable !!!</b>		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Nukkad Natak Beti Bachao -Beti Padhao	08/09/2018	08/09/2018	18
Guest Lecture to protect Girl Child	11/10/2018	11/10/2018	385
International Girl Child Day Rally	11/10/2018	11/10/2018	406
Nukkad Natak - Aids Awareness	22/12/2018	22/12/2018	22
Rally on save electricity and water	18/03/2019	18/03/2019	352
<a href="#">View File</a>			

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

(1) The institution provides separate dustbins for collecting dry and wet waste. Students are advised to use them accordingly.
(2) The institution maintains a botanical garden in the campus in which medicinal plants and fruit trees have been planted. Throughout the year, the institution maintains lush green garden in the campus. The institution has spent more than Rs.1,80,490/- on the maintenance of the gardens in the campus.
(3) Pit for production of manure has been created in the backyard of the institution. Manure prepared is utilized in the garden of the institution.
(4) Non degradable single use plastic bags are banned in the campus. Only recyclable poly bags, paper and jute bags are allowed.
(5) To save water, rainwater is diverted to plant beds and gardens



## 7.2 – Best Practices

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

**First Practice Title:** Cleanliness Drive of the Campus **Goal** To inculcate healthy habits and generate good citizenship qualities in the student teachers. **The Context:** INSPIRATION from "SWACHH BHARAT ABHIYAN" The institution is of the opinion that the students passing out this institution must learn to live a healthy and hygienic life. To develop this quality in the student teachers the institution has adopted the Swachh Bharat Abhiyan initiated by the central government. The institution feels that this drive of the central government will result in enhancement of the image of the country worldwide. The impact of this drive will be positive on the upcoming generations. This practice will generate a consciousness about the cleanliness and healthy surroundings in the student teachers. **Objective** To inculcate the habit of residing in clean and healthy surroundings among the student teachers coming from different parts of the State and to develop good citizenship quality in them. The student teachers after passing out will serve in various schools and a large number of students will come in contact with them year after year. Certainly this good practice will be transferred to them also. Hence another objective of the institution to produce good citizens will also be accomplished. **The Practice** This practice involves the participation of each and every member in the campus. The institution has developed a unique way of maintaining clean and healthy atmosphere in the campus by inculcating a habit of cleanliness among its student teachers, teachers, staff members and employers. To achieve its goal the institution has introduced a regular practice of cleaning the surroundings around them. Under this practice, everyone in the campus gives 5 minutes at the end of the day for cleaning their spaces. Students clean their seats, benches, class room, laboratories etc before leaving for home. Teachers look after the cleanliness of their respective classes and class rooms, thereafter they clean their seats in the staff room. Office staff cleans their tables, desktop, and their sitting area before leaving the institution. Class IV employees look after the cleanliness of rest of the campus. All employees place their files or documents in shelves or cupboards or in their almirahs before leaving the campus. The managing director and the chairman also have their rooms in the campus. To enrich this unique tradition of the campus they also follow this. Separate dustbins have been placed at various places to collect the dry and wet waste. Looking to this practice developed in the campus, the institution has also applied for All India Survey Non- residential College Swachhta Ranking 2018, a national award to AISHE the ministry of HRD, Government of India, New Delhi. **Evidence of success** The cleanliness of the campus enabled the institution to apply for the award of All India Survey Non- residential College Swachhta Ranking 2018 to AISHE. Everyone who enters the campus is impressed and praises the atmosphere. Problems encountered Initially a few student teachers felt awkward. These were mentored by the teacher-in-charges and senior student teachers. They were hesitant in the beginning but when they saw everybody is keeping his or her surroundings clean and healthy, their hesitation disappeared and the things came into practice. They appreciated this drive and became accustomed to following this practice. **Resources Required** Separate dustbins for dry and wet waste were provided. **Name of the Principal :** Dr. Mahendra Kumar Upadhyaya **Name of the Institution :** Kautilya Mahila Shikshak Prashikshan Mahavidyalaya **City :** Kota **Pincode :** 324010 **Accreditation Status :** Cycle 1: C **grade CGPA 1.88** **Phone number :** 0744 2470786 **Mobile :** 9602055950 **Website :** <http://kautilyacollege.com> **E-mail :** kautilyattcollege@rediffmail.com

**Second Best Practice Title:** Development of disciplined student teachers having administrative and leadership qualities in them. **Goal** To inculcate administrative and leadership qualities in student teachers. **The Context** The institution has the vision to inculcate discipline, administrative and leadership qualities in the student teachers passing out. These qualities will

help them in day to day working and establish them as efficient and self-confident teachers in the working field. The Practice The management committee of the institution is of the view that all student teachers admitted should participate in some or the other co-curricular activities of her choice. The institution involves some of the student teachers in various internal committees declared after the organization of orientation course for newly admitted student teachers to organize day to day activities in the campus. By the participation in different administrative committees, a skill to organize activities or events is developed in them. The institution develops the leadership and organizing qualities in them by involving in organizational process. The institution makes sure that there is participation of all students in the activities through house tournaments. All student teachers are allocated one of the four houses namely (1) Meera house (2) Indra House (3) Sarojni House and (4) Laxmi House and all co-curricular activities such as debate, quiz, essay writing, rangoli, mehandi competition and indoor as well as outdoor sports activities are conducted through them. These activities develop discipline in them. While participating or playing, they learn the habit of accommodating and cooperating with others, to listen to others. Sometimes, decision may be not be favourable to them but they learn to honour the decision. Since sports persons have to take decision on the spot, this activity also enhances the decision making power in them. Evidence of Success The teacher in charges of various activities have observed a vast difference in the attitude and working of student teachers, when they were admitted and when they passed out from the institution. An increase in the self-confidence of the passing out student teachers was observed. Obstacle faced In some of the activities, more than required participants are interested in taking part in the activity for their house. In such a situation the captain and vice-captain jointly organize that event at their level and best student teacher is given chance to represent the house. Name of the Principal : Dr. Mahendra Kumar Upadhyaya Name of the Institution : Kautilya Mahila Shikshak Prashikshan Mahavidyalaya City : Kota Pincode : 324010 Accreditation Status : C grade Phone number : 0744 2470786 Mobile : 9602055950 Website : <http://kautilycollege.com> E-mail : [kautilyattcollege@rediffmail.com](mailto:kautilyattcollege@rediffmail.com)

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

<https://www.kautilyacollege.com/sitePages/topic/121>

### 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

The institutional vision, priority and thrust is to produce student teachers who can compete globally. For this purpose the institution is committed to provide best infrastructural facilities to the students admitted here. The institution gives exposure in the field of utilization of audio visual aids by conducting workshop in which they are taught about the use of OHP, LCD projectors, preparation of OHP sheets and power point slides, development of effective communication skills using language labs through Science, Hindi, English and Sanskrit clubs, through simulating teaching practice, inculcating administrative qualities by their participation in various committees, houses and house tournaments. The institution also emphasises on its responsibility towards the society. The student teachers are engaged in social activities by their participation in nukkad natak, bringing awareness in the society through rallies to remove societal evils like girl child foeticide, dowry, etc. The institution tries to imbibe cleanliness in the nature of student teachers by involving them to clean their surroundings at the end of the day and also motivate them to have a hygienic environment. Apart from the curriculum, the

institution tries to produce student teachers having good citizenship qualities.

Provide the weblink of the institution

<https://www.kautilyacollege.com/home>

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

The IQAC and The management committee of the institution have vast planning for the development of this institution. They are committed to provide latest technology and facilities to the student teachers admitted. Faculty members are motivated to organize national seminar. Library committee is advised to subscribe new journals, magazines etc. The IQAC has suggested to purchase a new software for library so that it can be uplifted to fully automatic. To make the students answerable towards their social responsibilities, institution is planning to engage them with some more social activities. For last two years the institution was trying its best to create new infrastructural facilities. In the coming years the institution shall procure more academic facilities as well. The management has a view to extend best possible infrastructural, ICT and other facilities to its student teachers so that after passing out from this institution they may compete globally. For the overall development of the student teachers the institution regularly organizes open air session in the campus, which includes sports and cultural activities. In this direction we are planning to submit for more inter-college tournaments in the campus. It has also been decided to introduce wall magazine concept so that institution may provide a platform to student teachers to explore their hidden talent.