



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

GOVERNMENT COLLEGE NARNAUND

**GOVT COLLEGE NARNAUND, NEAR BEO OFFICE, KHANDA MOR,
NARNAUND DISTT HISAR**

125039

highereduhry.com/index.php/colleges?cid=170

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Govt. College, Narnaund is a reputed novel institution of Haryana which was established in 2013 to cater to the educational needs of students in the rural areas. The college has carved a special niche after its humble beginning in 2013. The college offers many undergraduate courses in the streams of Arts, Commerce, and Science (Medical, Non-Medical and Computer Science). The college has a regular principal and a team of 15 well qualified regular teachers supported by 22 teachers on an extension basis for catering to the needs of about 850 students. The main motto of the college is the holistic development of students by providing excellent academic facilities and participation in the range of curricular and co-curricular activities. The college is working with the objective of developing ethical principles and values in our students, academic excellence of students by providing best possible knowledge, overall personality development of students by fabricating them mentally and physically strong for facing their problems with endurance of optimism, a focus on upliftment of women & rural students and develops a sense of commitment to bestow in social and national development so college is on the pathway of progress with all its objectives.

Vision

1. To become a premier college of academic excellence with total commitment to quality education in different subjects with a holistic concern for a better life, environment, and society.
2. To inculcate critical and innovative thinking among teachers and students.

Mission

1. To provide quality education to the students in different courses for developing their professionalism, humanism and social responsibility.
2. To sensitize the students towards Environment, Gender, Human Rights and Social Justice by adopting several formal and informal modes of communication.
3. To provide a safe, healthy and sustainable workplace.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Opportunity to provide education to rural area students especially to girls.
- Competent and dedicated faculty with an aim to guide the students, teach them and counsel them.
- Fully application of lesson plan for giving detailed knowledge of the syllabus.
- Support to needy students by giving different scholarships like general (Top10) scholarship, SC and BC scholarship.

- Placement cell for providing guidance regarding competitive examination and career.
- Active women cell for empowering the women by giving self-defense training and enhancing their skills.
- The overall development of students by participation in other curricular and co-curricular activities.
- Transparent admission system for students adhering to DHE guidelines.
- Effective feedback system.
- Active NSS wing of college with activities undertaken to promote social welfare and to inculcate a sense of social responsibility.
- Quick grievance redressal system.
- Well equipped science labs and Computer lab.
- Availability of ICT Facilities like the smart classroom, video conferencing room, virtual classroom, and digital podium room.
- Initiatives are taken to support slow learners and those belonging to diverse socio-economic backgrounds.
- Felicitation of achievers in academic, extra-curricular and sports activities.
- E-Governance in all areas like administration, admission, examination and financial matters.
- CCTV surveillance with recording facility.
- Gender Friendly Campus.
- The practice of promoting the college, national and human values along with communal/social cohesion and national integration

Institutional Weakness

- Students from rural backgrounds.
- Lack of Auditorium\seminar hall creates a problem in organizing different functions/Activities.
- Frequent transfers during mid-sessions.
- Limited funds\ grants for developing infrastructure.
- Rigid course curriculum designed by the university.
- Lack of ICT facilities in different areas.
- Limited industry-academia interactions.

Institutional Opportunity

- To strengthen e-resources in the library.
- Expanding educational and research operations by making changes in teaching-learning, library and laboratory resources with the help of qualified faculty.
- Preparing students according to job requirements.
- Providing the opportunity for rural students to stand on their own.
- Enhancing computer proficiency among students.
- Developing the infrastructure of the college.
- Organizing faculty development programs for enhancing teaching quality.
- Introduction of more diploma/ Certificate courses to increase the employability of students.
- Enhancement of placement activities.
- Explore alumni involvement in academic & placement activities.

Institutional Challenge

- Socially and economically backward students with low aptitude in language and quantitative skills.
- Conservative thinking of parents who resist the higher education of girls.
- The strength of students is decreasing in science and commerce due to more interest of students in taking coaching classes for competitive exams. We must strive hard to increase the strength of these courses.
- Meeting the demand of students with respect to infrastructure and innovative technological tools with limited financial resources.
- Strengthening the soft skills to improve career prospects of all students

Despite these challenges and limitations, it is obvious that the institution is on the path of progress and creating accessible conditions for the overall development of students.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college is affiliated to GJU S&T, Hisar follows the academic calendar and curriculum defined by the university. The respective departments and staff council committees (academic affairs, workload, time-table and infrastructure committees) of the college co-ordinate to meet the pedagogical and infrastructural requirements of the curriculum. College library and staff provide books and other online study material to students. The choice-based credit system (CBCS) in science provides flexibility to students in subject choice. Diploma Certificate in Computer is provided to students of 1st year for employment purposes. Feedback on curriculum is held from students and teachers for getting their views regarding curriculum and pedagogical techniques. The college offers undergraduate courses in Arts with 16 subject combinations, Commerce and Science (medical, non-medical and computer science) and choice & allotment of course to students is done on the basis of criteria set by the Department of Higher Education, Panchkula / the affiliating university. Environmental issues and its sustainability is an integral part of all UG courses. Courses relevant to Gender Sensitivity, Professional Ethics, Human Values, and Community Outreach are also integrated into relevant programs.

Teaching-learning and Evaluation

In admissions, college strictly follows the reservation policy of the government of Haryana for giving equal opportunities to all sections of society. In addition, the college admission committee makes extra efforts to elicit a response from students of these categories for admissions in a transparent manner. Advanced learners and slow learners are assessed through internal evaluation systems (classroom test, assignment, and presentation) and afterward institution and faculty take remedial action to fulfill the special academic needs of students. Mentor groups are also organized to give counseling to slow learners and solving their academic & personal problems. The college has well-qualified teaching faculties who use traditional as well as innovative technologies (like smart classrooms, PowerPoint presentations) for delivering their lecture. The IQAC of the institute plays a vital and active role to ensure effective and quality teaching-learning processes by making reforms in the internal evaluation system of students and encouraging faculty to prepare lesson plans and

deliver the course content effectively. Internal assessment is done as per the guidelines of the university on the basis of attendance of students, classrooms test and assignments. Thus internal assessment mechanism deals with examination related grievances effectively and efficiently. All programs and course outcomes are clearly stated on the website and communicated to students through induction program and mentor classes. Achievement of program outcome is measured direct and indirect methods like the class test, assignment, presentation, practicals, pass percentage, selection in jobs and progression in higher education.

Research, Innovations and Extension

Faculty members carry research activities at their individual level. Faculties of college also participated in orientation, short term course and refresher courses for skill development. Faculties also participate in national & international seminars, conferences and workshops to enhance their knowledge on current topics. Many college faculty members have already completed their Ph.D. degree and some are pursuing their Ph.D. So the main focus of the college is on teaching but at the individual level, faculties are doing research activities and in the future, the institute will support staff in organizing seminars, workshops and conducting research projects. NSS, women cell and placement cell of the college are organizing various extension activities like Swatch Bharat Abhiyan, blood donation camp, self-defense training, and tree plantation, etc. for inculcating social values among students. The college has been organized various educational tours of girls and boys to Bikaner, Agra, Mathura, Vrindavan, Akshardham, Jaipur, Morni hills and Dehradun & Mussoorie.

Infrastructure and Learning Resources

Govt. College Narnaund was established in 2013. It was initially affiliated to K.U., Kurukshetra and subsequently became an affiliate of GJU S&T, Hisar in 2017. The college campus is spread over 13.125 Acre land. The college has adequate facilities for teaching-learning and extracurricular activities. The college has 18 classrooms, a library, one smart classroom, physics lab, botany lab, zoology lab, chemistry lab, psychology lab, mass communication lab, geography lab, math lab, and two computer labs with the latest computers. There are separate rooms for Bursar, NAAC, IQAC, Registrar room, RTI, NSS, sports room, women cell, placement cell and common room for girls. The college library has a collection of 3000 knowledge-oriented subject books, competitive exam books, novels, and biographies, etc. Teachers and students have easy access to the library. College has wifi and Leased line for students and also has video conferencing, digital podium room and virtual classroom for teaching-learning use.

Student Support and Progression

As per govt. norms, the college provides scholarship benefits to SC\BC and General Categories for availing benefits of available opportunities. Various capability enhancement and development programs are organized by college placement cell, Red Cross club, NSS and women cell. College NSS volunteers participated in Swatch Bharat Abhiyan and did door to door campaign for motivating people to keep their surroundings neat and clean. The college Red Cross unit organized a blood donation camp in which faculty members and students participated and donated blood. The college placement cell organizes various competitive exams oriented workshops and provides guidance regarding their career. Mentor also guides students in solving personal and professional problems. The college has active student's grievance redressal committee, sexual harassment and anti-ragging committee for solving their complaints. Many students have been selected in a government job and a large number of students have joined higher studies after graduating from this college so faculty plays an

important role in student progression. Every year cultural and sports committee organizes different activities in college and students selected through these activities participate in state and national level tournaments and youth festival. Students who excelled in academics and other areas are rewarded in annual prize distribution function and the student's council is also formed who represent the voice of the student's community and act as a link between students, principal, and teaching and non-teaching staff. The college has established alumni association and alumni meet is also organized every year. 79 students of the college have been taken admission to higher education and some have been selected in government and private jobs.

Governance, Leadership and Management

The college administration executes academic and other programs in accordance with the vision and mission of the institution. The institution follows the decentralization and participative management approach through different committees. All the academic and administrative activities of the college are carried out by these committees. The regular meeting of the college council, IQAC, and other committees are held for discussing the present and future plans of college and about effective implementation of policies. Principal works closely with conveners/coordinators of different committees to offer effective leadership through a participative decision-making process. The financial matter of college is managed by bursar and IQAC cells also appraise college activities for improving the functioning of the college. The college has been implemented by e-governance in various areas like admission, administration, examination and financial matters for the smooth functioning of work. College provides many welfare measures for its teaching and non-teaching staff including financial support to teaching faculty to participate in workshops, seminars, and conferences. The computer training workshop is also organized by the college for teaching faculty. Teachers also attend orientation and refresher courses for enhancing skills and knowledge. The proper performance appraisal system is used for assessing teaching and non-teaching staff.

Institutional Values and Best Practices

Women's cells of the college organize a number of gender equity program and one-month self-defense training is also organized by the cell from time to time. A common room facility is also provided to the girl's students. The college inculcates societal values among students engaging them in activities organized by NSS, YRC and women cell. The college legal literacy cell organizes the extension lecture on the role of legal services and authorities to aware the students about their rights and duties to the nation. College is committed to environment sustenance and took a number of initiatives like the adoption of green initiatives and the use of LED bulbs for power requirements. The college has proper solid waste, liquid waste, and e-waste management system. Various water conservation facilities like rainwater harvesting, construction to tank and bunds, borewell and proper water distribution are available in the college. The college is disabled friendly by having facilities like a ramp, signage facilities, and disabled-friendly washrooms. The best practices of college are the Women empowerment scheme and mentor-mentee group because through these schemes students get benefits in personal and professional areas. Obviously, college main priority is academic but the distinctiveness of college is in sports and many students have earned medals in the inter-college sports activity.

Despite many challenges, it is obvious that the institution is working for the betterment of society and faculty committed to the growth & development of students.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVERNMENT COLLEGE NARNAUND
Address	Govt College Narnaund, Near BEO Office, Khanda Mor, Narnaund Distt Hisar
City	HISAR
State	Haryana
Pin	125039
Website	higherduhry.com/index.php/colleges?cid=170

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Devender Singh	01663-233054	9813675476	-	gcnarnaund@gmail.com
Professor	Neha Rani	01663-233055	7015437997	-	neha.pops1@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	01-01-2013

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Haryana	Guru Jambheshwar University of Science and Technology	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Govt College Narnaund, Near BEO Office, Khanda Mor, Narnaund Distt Hisar	Rural	13.125	6874.082

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Arts	36	Senior Secondary	English,Hindi	240	238
UG	BCom,Commerce	36	Senior Secondary	English,Hindi	80	39
UG	BSc,Medical	36	Senior Secondary	English,Hindi	80	42
UG	BSc,Non Medical	36	Senior Secondary	English,Hindi	80	32
UG	BSc,Computer Science	36	Senior Secondary	English,Hindi	20	10

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				20			
Recruited	0	0	0	0	0	0	0	0	9	6	0	15
Yet to Recruit	0				0				5			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				7
Recruited	3	0	0	3
Yet to Recruit				4
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	5	1	0	6
M.Phil.	0	0	0	0	0	0	3	2	0	5
PG	0	0	0	0	0	0	9	6	0	15

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	0	0	2
M.Phil.	0	0	0	0	0	0	4	0	0	4
PG	0	0	0	0	0	0	11	11	0	22

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	414	0	0	0	414
	Female	434	0	0	0	434
	Others	0	0	0	0	0
Certificate / Awareness	Male	200	0	0	0	200
	Female	161	0	0	0	161
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	58	69	37	56
	Female	35	45	28	34
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	62	46	61	38
	Female	69	69	47	45
	Others	0	0	0	0
General	Male	78	125	94	83
	Female	92	96	82	85
	Others	0	0	0	0
Others	Male	57	10	2	0
	Female	34	7	3	0
	Others	0	0	0	0
Total		485	467	354	341

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
218	190	187	163	98
File Description		Document		
Institutional data in prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
5	5	5	5	4

2 Students

2.1

Number of students year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
889	1020	1150	1061	680
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
255	255	267	280	245

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
288	331	295	236	01
File Description	Document			
Institutional data in prescribed format	View Document			

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
36	33	15	15	08
File Description	Document			
Institutional data in prescribed format	View Document			

3.2

Number of sanctioned posts year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
20	20	20	20	20
File Description	Document			
Institutional data in prescribed format	View Document			

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 18

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
21.03	38.43	57.13	50.55	34.99

4.3

Number of Computers

Response: 34

4.4

Total number of computers in the campus for academic purpose

Response: 32

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process

Response:

1. The Institution ensures effective curriculum delivery through a well planned and documented process.

Response: Before the commencement of new academic session, college receives detailed academic calendar from regarding admissions, Examinations, Vacations of

odd & even semester at both UG level. Being an affiliate of GJU S&T, Hisar, our college follows the curriculum of university. College executes the various action plans for effective curriculum delivery which are as follows:

1. At the opening of the Session College receives curriculum of all subjects from university and is communicated to teachers from university and is communicated to departments. Internal Quality Assurance Cell (IQAC) is formed for strict implementation of curriculum provided by the university.
2. With the beginning of new academic session i.e. July 1 of every year, Principal of the College calls the staff meeting to prepare broad guidelines and frameworks to suit requirements of different courses at the departmental level. Council in conjunction with the academic, timetable and workload committees of the college and individual faculty members provide directions and regularly monitor the efficacy of the same throughout the session. During College council admission committees of conveners and members is constituted for Part I, II & III of art, science and commerce to monitor the admission process. During meeting, Societies and Committees formed for extracurricular activities.
3. Induction programme of all students particularly at entry level is organized one day before the commencement of session where necessary information is given to the students
4. Time table committee prepares the time table by considering infrastructural and laboratory requirements. Time table is distributed to distribute the papers among faculty members on the basis of students and teachers interest. The principal and the committee approved the time table (Teachers wise/ rooms wise and Class wise) and it is made available on college website and notice board before the commencement of the semester for easy access to students.
5. For successful completion of syllabi, all teaching faculty prepare lesson plan which shows clear cut action plan according to time frame which is uploaded on the website and notice board for easy accessibility of students.
6. Room-wise/Teacher wise time table is displayed in front of every classroom for convenience of students.
7. College library is updated regularly for providing books to students according to curriculum requirement and to help students by providing notes and suggesting curriculum related references.
8. Laboratory equipment / tools are also upgraded/ as per curriculum requirements.
9. IQAC also take feedback of students and teachers regarding curriculum delivery and take remedial action where necessary.
10. College staff maintains cordial relation with students and pay special attention to weak students in solving their problems related to subjects.
11. College has adopted mentoring system through which students provide feedback to teachers on curricular issues, infrastructure and administrative matters. careers.

So overall, curriculum delivery is done with a specified academic calendar through a well planned lesson plan and to optimally use human and material Resources.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response: Before the commencement of new academic session, IQAC of the college after careful deliberation prepares academic calendar of the college, in line with the academic calendar received from G.J.U. S & T, Hisar and i.e. for the conduct of continuous internal evaluation. The academic calendar includes the dates of commencement of syllabus, schedules of internal exams etc. It specifies the dates of term end examination. Tentative dates of practical voice and theory examinations are also given in academic calendar.

- Before every academic session all the information regarding academic calendar, evaluation and internal assessment procedure is uploaded on the college website and information about activity calendar, time-table and other documents are shared in induction programme.
- Notice about all activities is timely displayed on the college notice board.
- Before the opening of academic sessions, IQAC of college chalked out academic calendar of college and department wise submission and uploading of department wise room and teacher wise time table on website, submission of internal assessment and submission of internal assessment and other co-curricular activities dates.
- Convener of different Committees and head of the department Prepare an outline of the activities to be organized in each session for managing the teaching time and organize them in best possible way.
- Student assessment test/assignment/presentation marks are shared with the students by the respective teachers and uploaded on the website.
- Practical exams of science department and other practical subjects are conducted within the time frame given by the university.
- Examiner for practical is appointed well in advance (on rotation basis) from one of these departments who are in college office makes all necessary arrangements for smooth conduct of the exams.
- Results for practical exams are prepared well in time and uploaded on the university site as per schedule by the examiners.

College follow academic calendar fully for internal assessment of students, conducting practical exams within time frame for co-curricular activities.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

Response: E. None of the above

File Description	Document
Institutional data in prescribed format	View Document

1.2 Academic Flexibility

1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

Response: 80

1.2.1.1 Number of Programmes in which CBCS/ Elective course system implemented.

Response: 4

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	View Document
Institutional data in prescribed format	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 5

1.2.2.1 How many Add on /Certificate programs are added within the last 5 years.

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	01

File Description	Document
Institutional data in prescribed format	View Document
Brochure or any other document relating to Add on /Certificate programs	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 32

1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
280	193	270	285	403

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum

Response:

The cross cutting issues relevant to gender, environment and sustainability, human values and professional ethics have been integrated into curriculum. In addition, various cells like women cell, legal literacy cell and NSS have been formed to aware students about these issues.

- Environmental Studies: The University included a compulsory paper on EVS to make students aware about environment issues, natural & biotic resources and pollution hazards and Measures to deal with it. Students have to qualify this paper to complete their degree.
- Plant Ecology: The university included a compulsory paper in B.Sc Medical(Sem-2nd) to provide every necessary knowledge to the students about the environment and the relationship of human beings and other biotic and abiotic components with surrounding environment and with their respective ecology.
- Economic Botany: The university included a compulsory paper in B.Sc Medical(Sem-2nd) to

provide the knowledge of plants parts and alkloids used to cure the disease. In Ancient era people uses the plants to cure certain disease and also commercial and non commercial uses of plant parts.

- Environmental Biology- B.Sc(Medical)- Sem 5th
- Advertising: This subject is included in the curriculum of B.Com. Ethics in advertising put some moral and social responsibilities on advertisers. The advertiser should not use excessive fear and sexual appeal, indecent language, false claims and misleading comparisons.
- Human Geography & Physical Geography: This subject is included in Geography B.A 2nd semester which provide knowledge about environment degradation due to deterioration of environmental resources like air, water, and soil etc. environmental degradation is occur due to deforestation, chemical effluents, population pressure and exhaust gas from factories etc. It is effecting health & productivity so environment can be saved by reduce, reuse, recycle and sustainable production.
- Introduction to Psychology, applied psychology, social psychology, developmental psychology and psychopathology are taught by psychology teachers in B.A which help students in understanding of human behavior which deals with their ethical issues, emotional values and motivational aspects of life. Students are also learning about developmental aspects of life which are multidimensional and multidirectional in their ongoing process. Social psychology is also about gender equality in society.
- Gender Equity: Women Cell regularly organizes extension lectures & workshops to enhance sensitivity about gender issues and overall development of girls. Following activities are organized in college to make them independent:
 - Self-defense training
 - Workshop on fashion designing, cooking, art etc. for gaining new skills.
 - Lecture on gender issues, personality development, traffic rules and health issues by eminent persons..

Sexual harassment and anti ragging committee has been established in the college for counseling of students on received grievances.

- Some subjects like E-Commerce and Business ethics describe the professionally accepted standards of personal, human behavior at work place and guiding principles.
- Human Rights: The College conducts various programmes on Human Rights to provide awareness among students.
 - Swachh Bharat Abhiyan
 - Blood Donation Programmes
 - Voter's Day Programme
 - Tree Plantation
 - Health Awareness Programmes like drug prevention etc.
 - Save water, save Life.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 0.99

1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
03	02	02	02	01

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
Institutional data in prescribed format	View Document

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 15.97

1.3.3.1 Number of students undertaking project work/field work / internships

Response: 142

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2) Teachers 3) Employers 4) Alumni

Response: C. Any 2 of the above

File Description	Document
Any additional information (Upload)	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1. Feedback collected, analysed and action taken and feedback available on website
2. Feedback collected, analysed and action has been taken
3. Feedback collected and analysed
4. Feedback collected
5. Feedback not collected

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Upload any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 80.55

2.1.1.1 Number of students admitted year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
341	354	467	485	415

2.1.1.2 Number of sanctioned seats year wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
500	500	524	550	480

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 92.62

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
173	178	246	315	296

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

Response:

The college takes every possible measure to understand the needs and requirements of the student's before the commencement of the program. Students of Government College, Narnaund are from rural areas and are of different socio-economic background. In every academic session, orientation program is organized by the college to make them familiar with college faculty, course and mode of internal assessment, environment and facilities. In beginning a general introduction of students is taken to know their background, aspiration/ area of interest, knowledge of the course and learning needs. Mostly students are of hindi medium so bilingual method of instruction is used and remedial classes of English are organized for the benefit of students. Teachers adopt various methods i.e. classroom test, assignment, presentation and group discussions to evaluate the learning capability of students. Mentors are assigned to students to assess their learning ability and handle their academic and stress related issues. Then concerned teacher identifies the slow, average and advanced learners and take measures to solve their problems and enhance their capabilities.

After knowing the slow learners, special measures are taken i.e.

- The faculty members assess the nature of their problems and motivate them in a friendly way to reach their academic goals.
- Special attention to students during classes.
- Assessing their problems and motivate them in achieving their goals by providing them e notes and assignments.
- Extra classes are taken to clear doubts and to repeat the important topics for improving the performance.
- Poor performance due to frequent absenteeism is dealt by informing their parents.
- All the faculty members are engaged in the tutorials. The Head of the Department allots a batch of students for every staff member and monitors the effectiveness of the tutorials.
- Special Measures for advanced Learners:
- Advanced learners are encouraged and facilitated to read beyond the requirements of the syllabus as well as to take up internships and additional online courses during semester breaks.
- Morale of meritorious students is boosted by giving monetary prizes in annual prize distribution function. One outstanding student of each course is rewarded by college during annual function.
- Placement cell of college organizes workshop and exhibitions for enhancing their skill. Every year science exhibition is organized in the college for enhancing their creativity level.
- Intelligent/Meritorious students also sent to inter college competitions.
- Faculty members invite presentations, hold group discussions, and allow micro teaching on some of the topics to respond to the special education needs of the advanced learners.

College has been adopted CBCS system and students can make course choices based on their core competence and aptitude and skill they would like to acquire. The teachers from all departments counsel

students regarding the scope of different courses being offered as well as provide guidance in relation to the students' aptitude and competence. Opportunity is given to students to change their options if they are not able to cope with the courses they select.

2.2.2 Student- Full time teacher ratio (Data for the latest completed academic year)

Response: 25:1

File Description	Document
Any additional information	View Document

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

The holistic development of students is the main motive of college so that students can apply that knowledge for solving theirs as well as social problems. The teaching-learning process of college is student-centric, with an emphasis on integrating theory and actual application. The goal is to impart up-to-date knowledge, to make familiar students with the latest research and empower students to apply their skills to develop innovative solutions to present-day problems. So experimental learning, participative learning, and problem-solving methodologies are used for enhancing their learning experiences.

- All the laboratories of college like Physics lab, Psychology lab, Botany lab, Zoology lab, and Chemistry lab are well equipped to support experimental learning of students.
- College campus has a smart classroom for combining the traditional chalk and walk method with e-learning resources to make our teaching interesting and interactive.
- Computer education is compulsory for all the students and the required number of desktop and computer labs is available in the college.
- Presentations are part of internal assessment so students are motivated for class presentations or PowerPoint presentations individually or in a group.
- Participative learning is supported by adopting group discussions and seminar methods in the classroom and students are motivated to raise questions during classroom sessions and searching answers from different sources.
- Increasing participation of students in extension activities, sports, cultural and inter-college competition.
- Departmental society of college organized quiz contest, debate, advertisement making competition, essay writing competition, rangoli making competition, Poster making competition and science exhibition for broadening the knowledge.
- NSS, Women Cell, Legal Literacy Cell, and placement cells organize a number of activities where students actively participate which gives them necessary input for critical thinking, creativity, and scientific temper among the students to transform them into life-long learners and innovators. Women cell organizes events to bring about gender-sensitization. It organizes various lectures and

self-defense training for girl students. The different cell organizes lectures, quizzes, workshops, seminars, and other co-curricular competitions to enable the students to interact more closely with experts and accomplished academicians broadening their worldview beyond the realm of textbooks.

The guiding principle behind using these student-centric methods is to ensure that students can link theory with practice, apply their knowledge and develop new skills. Workshops also develop creativity, innovation, and adaptation of ideas to yield multiple need-based solutions to meet the challenges of contemporary society.

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

In the present scenario, Teaching is one of the most challenging professions as knowledge is changing and expanding rapidly and the latest technologies demanding every teacher to learn the usage so that teaching can be better by using these technologies. University Grant Commission and other federal Governments pay for educational programs.

UGC provides grants to the colleges for strengthening basic infrastructure and meeting their basic needs like book banks (library), scientific equipment, campus development teaching aids, and sports facilities. The objective of the different schemes is to provide an additional special development of the career of the young students.

ICT enabled teaching includes Wi-Fi enabled Classrooms with LCD, computer lab, Smart Classrooms, E-learning resources, audio-video facilities, LCD screens. To adopt the modern methods of teaching we incorporate the more of videos, animations, an example to have a better understanding by the students the ICT enabled classrooms have encouraged all the faculty members.

In institutions, ICT helps to provide the latest and current issues where students can obtain it very easily and integrate it into their learning process. The development of the E-learning portal and availability of lecture material on ERP facilitates self-study by students anytime and anywhere so that doubt can be cleared during the class hours and practical activities can be done during teaching sessions when theoretical concepts have already been read.

The Institution has a state of smart classrooms with ultramodern facilities that help to elaborate and evolve the social, scientific and psychological level of students and improve their intellectual behavior. ICT is the technology to transmit information using WiFi and audio-visual aids.

The Government has also allotted the budget for the auditorium facility that facilitates the two-way communication between the operator and followers.

The faculty most often uses ICTs for routine tasks' (record keeping, lesson plan development, information presentation, basic information searches on the internet). Teacher content mastery and understanding of student comprehension make ICT use more effective and ICT enables teacher self-learning in his/her subject area.

In education department ICT currently provides a growing range of tools to correct the digital data as well as access to the vast range and variety of content and supports constructivist pedagogy, which allows students explore and reach an understanding of mathematical concepts

2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)

Response: 33:1

2.3.3.1 Number of mentors

Response: 27

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
Mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 107

File Description	Document
List of the faculty members authenticated by the Head of HEI	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 26.76

2.4.2.1 Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
05	03	06	05	03

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)

Response: 1.99

2.4.3.1 Total experience of full-time teachers

Response: 71.8

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and variety.

Response: The college has followed a transparent internal assessment system and every teacher adopts different methods to assess students the knowledge and try to make an internal assessment system robust. The Continuous assessment of the students with well-defined distribution criteria has actually increased the learning quotient with students focusing on their studies throughout the year/semester rather than at the last minute before the exams.

- As per GJU S&T, HISAR, internal assessment is of 20 marks in all UG classes.

1. Two handwritten assignments for 10 marks (5 each).
2. One class test – 5 marks.
3. Attendance – 5 marks.

- 90% onwards – 5 marks.
- 81%- 90% - 4 marks.
- 70%- 80% - 3 marks.
- 65%- 70% - 1 marks.

- At the beginning of the semester, every teacher informed its students about schedule, syllabus and paper pattern of internal assessment.
- One test is compulsory for internal assessment but teachers conduct multiple tests to assess the students and their marks are aggregated to all of the internal assessment marks. Through these students get the opportunity to improve their performance.
- Where more than one teacher is involved in the teaching of a paper, individual teachers take separate class tests for the students. The scores are combined and scaled down to a maximum of 10 marks.
- Many innovative methods like presentations, group discussion and debate are used to assess student's communication skills, clarity of concepts and learning abilities. These assignments help the teacher in evaluating student capabilities. This type of assessment improves students' attendance, enhances student's participation in various activities and gives enough scope to the students to improve their performance and analyze their progress from time to time.
- Internal assessment is shared with students before submitting them to the internal assessment committee. Internal assessment is always displayed on notice before submission to the university. A reasonable window is provided to students for reporting the inaccuracies, discrepancies, and omission to the internal Assessment committee for necessary action. The Internal assessment committee will solve all the grievances and discrepancies regarding the IA of students and will take necessary action.
- College faculty also motivates students to take active participation in class by organizing the debate, quiz contests, and presentations, etc.

File Description	Document
Any additional information	View Document

2.5.2 Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Response:

2.5.2 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

Response: As college is affiliated to GJU S&T, HISAR so examination related work like scheduling of examination, question paper setting, the conduct of examination, evaluation of answer sheet and declaration of results is done by the university. The college works as an examination centre for students.

- College provides staff to the centre for performing exam duty and university provide superintendent and Deputy Superintendent for college centre.
- University provide question papers regularly and also appoint observers/ flying members for observing the examination centre and finding unfair means copies or students in the examination.
- The college collects absentee fine of students on time and issues admit card one week before the commencement of the exams (through proper notification) so that all grievances regarding admit card could be resolved.
- Exam centre of college properly settled before one day of exam and seating plan is also displayed timely so that any grievances regarding that could be resolved before the start of the examination.

- Other examination related grievances like non-availability of question papers in time and delay in reliving question papers are handled by the college in cooperation with GJU exam branch. Any other student-related grievances are handled by the principal (act as superintendent in chief) and a team of Assistant Superintendent in chief, superintendent and deputy superintendent & other faculty members.
- Internal assessment committee handles all the complaints of students regarding internal assessment. All the grievances like non-availability of internal assessment record of students, the difference in university awarded marks and original awarded marks by the teacher are solved by the committee by sending list of original awarded marks with application of complaint to university for necessary action.
- All examination relation grievances except non-receipt of internal assessment and conduct of exam centre are dealt with the university exam branch.

College timely conduct practical examination in the presence of university appointed external examiner and send students practical marks.

File Description	Document
Any additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Response:

The college website, as well as annual report, states the mission and objective of different departments of the college. The college has formulated the programs and course outcomes for all programs offered by various faculties in the college. The unique set of learning outcomes of each course is directly linked to course outcomes. These outcomes as stated have been displayed on the college website to facilitate access to various stakeholders including the students and teachers. Program-specific outcomes of all departments also highlight the career option open to students after completion of the program. A list of faculty members with contact numbers is displayed on the website who will directly take calls for resolving all the queries of students and parents. Course outcome is also communicated with students through the induction programs, mentor classes. The academic calendar of the college provides a broad schedule for the college curricula. Weekly Lesson plan of all courses is also uploaded on the college website and displayed on notice board that teachers follow strictly for completing the course. In the beginning, the teacher explains program outcomes, course outcomes in their respective classes to the students at the beginning of each semester. Teachers of all departments tackle all the doubts and confusion by informing what they will gain through different Subjects. The college website committees regularly update the college website regarding the academic calendar (link-<https://highereduhry.com/index.php/colleges?cid=170&stub=academic-calendar>). Link of course and program outcome on the website is

<https://highereduhry.com/themes/backend/uploads/170/Acedmics%20for%20NAAC/course%20outcome%20.pdf>

File Description	Document
Upload COs for all courses (examples from Glossary)	View Document
Paste link for Additional information	View Document

2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.

Response:

Answer: College uses direct and indirect methods for evaluating the attainment of program and course outcomes. Direct methods are provided through direct examinations or observations of student knowledge or skills against measurable course outcomes. Programs outcome, program-specific outcome, and course outcome are evaluated by teachers for their internal assessment (20 marks). Assessment is done on the basis of assignments, class tests, presentations and practicals checked. Class tests and assignments are shown to the students for explaining their shortcomings and making improvements in the future. At the end of the semester, course outcomes of students are evaluated by the university through semester-end examinations So primarily internal assessment is done by the faculty to measure the attainment of course outcomes of students so that they can overcome their weaknesses and perform better in the semester and examinations of the university. The semester-end final examination conducted by the university contributes towards the Summative Assessment of the students as per the university schedules published on the university website So course outcome is evaluated in the formative and summative assessments.

- Level of course outcome attainment is measured by comparing the pass percentage of college students with a pass percentage of the university. Various methods like the selection of students in different Government Jobs and private jobs and progress in higher studies are used for evaluating the attainment of outcomes.
- Under the indirect method, The departmental committee of the college is very active through the year in organizing guest/extension lecture, various types of the contest such as debate and declamation, quiz, collage and poster making, power presentation competition, essay writing competitions, and science exhibition. As a result, students of the college have brought the number of prizes at intra and inter-college competitions in Quiz, science exhibition, essay writing competition and sports activities, etc.
- Performance of final year students across various disciplines is also assessed in terms of success rate in various competitive exams such as HSSC, Police constable, Etc., and progression in higher studies are another way of evaluation of attainments of outcomes.

As college is newly established and in rural areas still, college is trying to improve its program and course outcome.

File Description	Document
Upload any additional information	View Document

2.6.3 Average pass percentage of Students during last five years**Response:** 21.59**2.6.3.1 Total number of final year students who passed the university examination year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
67	70	63	67	00

2.6.3.2 Total number of final year students who appeared for the university examination year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
270	292	287	180	00

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey**2.7.1 Online student satisfaction survey regarding teaching learning process****Response:** 3.44

File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description

Institutional data in prescribed format

Document

[View Document](#)

3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

3.1.2.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

3.1.2.2 Number of departments offering academic programmes

2018-19	2017-18	2016-17	2015-16	2014-15
16	16	16	16	14

File Description

Institutional data in prescribed format

Document

[View Document](#)

3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years**Response:** 0**3.1.3.1 Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description**Document**

Institutional data in prescribed format

[View Document](#)**3.2 Research Publications and Awards****3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years****Response:** 0.19**3.2.1.1 Number of research papers in the Journals notified on UGC website during the last five years.**

2018-19	2017-18	2016-17	2015-16	2014-15
03	01	00	00	00

File Description**Document**

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)**3.2.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years****Response:** 0**3.2.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description	Document
Institutional data in prescribed format	View Document

3.3 Extension Activities

3.3.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response:

3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response: The college conducted the number of extension activities in the neighborhood community for developing a sense of responsibility among students and the holistic development of students. The extension activities organized by the College, enhance the students' academic learning experiences and inculcate the values and skills in them. These activities are conducted under NSS, Women's cell and Red Cross club committee. Under the National Service Scheme, various activities are organized for sensitizing the students towards various social issues. Various extensions and outreach programs were conducted in and outside the college include Swachh Bharat Abhiyan, Blood donation Camp, Beti Bachao Beti Padhao, Jal Shakti Abhiyan, tree plantation, AIDS awareness, Youth Against Drugs, Sadak Suraksha, Gender Equity, and Self defense Training. Awareness regarding Traffic rules and Save Water Save Earth etc. Various Activities Conducted are:

- Under a Swachh Bharat Abhiyan, five villages were adopted by college and faculty & students did door to door campaign in villages to create awareness about the role of clean environment in our lives and to motivate them to keep their surroundings clean.
- Various programs like blood donation camps, Awareness among masses for prevention from HIV/AIDS, dental check-up camps, Youth against Drugs, awareness among girls regarding Menstrual Cycle and leucorrhoea and Anaemia and Menstrual Hygiene were organized to sensitize students about health issues.
- College Women cell organized “**Beti Bachao Beti Padhao**” and Students enthusiastically participated in this campaign, rallies & marches and also met people living in neighborhood slum areas to spread awareness about the declining girl child ratio in India.
- Various awareness programs regarding Women Empowerment, Women Safety Act, Self Defence Training and Gender Sensitisation were organized under the women's cell committee to make girls aware of their rights and self-independent.
- Various one-week workshops regarding cooking, fashion designing, were organized by women cell committee under women empowerment scheme. The expected impact of all these activities on students is to sensitize students on various social issues and prepare them to eradicate them. These

activities also help students in developing communication skills, leadership quality, and decision-making capacity and developing a spirit of social welfare and contribute to national development.

- Various activities like national unity day, national voter day, Hindi diwas, traffic rules, and tree plantation were organized by NSS.

Every department of the college constantly motivates its students to take up various activities relating to national development, social responsibilities and also helps in- developing sensitivities towards community issues, inculcating values and commitment to society and country.

3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 0

3.3.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description

Document

Institutional data in prescribed format

[View Document](#)

3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

Response: 33

3.3.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
11	05	08	06	03

File Description	Document
Reports of the event organized	View Document
Institutional data in prescribed format	View Document

3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years

Response: 41.96

3.3.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
722	322	434	320	198

File Description	Document
Report of the event	View Document
Institutional data in prescribed format	View Document

3.4 Collaboration

3.4.1 The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-job training, research etc during the last five years

Response: 6

3.4.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
01	02	00	02	01

File Description	Document
Institutional data in prescribed format	View Document
e-copies of linkage related Document	View Document

3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years**Response:** 0**3.4.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description	Document
Institutional data in prescribed format(Data template)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Response:

Answer: The college has adequate infrastructure facilities for the teaching-learning process. The campus is spread over an area of 13.125 Acre. A detailed account about infrastructural dimensions for above said are enlisted below;

Table 1: Detail of Infrastructure facility

Sr. No.	Infrastructure facility	Detail
1	Class Rooms	18 Lecture Room
2	Laboratories	10 laboratories for various departments; Physics, Chemistry., Botany, Geography, Psychology, Mass Communication, Mathematics and two Computer
3	Class Rooms with projection System and ICT Enabled	One smart classroom, Video Conferencing Room, Digital Podium Room, and classroom.
4	Computer Lab with systems	2 Computer Lab having 32 HP Desktop for students use.
5	Rooms for Co-curricular activities	5 (1 Sports Room, 1 Girls common Room, 1 N.S.S., 1 Woman cell Room and Placement cell Room), 1 Playground
6.	Other Rooms	1 NAAC Room, 1 IQAC Room, 1 Registrar Room, 1 Bursar Room, Library Room.

2. Table of Computing equipment:-

Sr. No.	Department	Equipment
1.	Botany	This department has a Compound Microscope, Dissecting Microscope, clinostax, Ganong's photometer, phototropic chamber, spirit lamp, Maximum, and Minimum Thermometer, hygrometer, stopwatches, simple photometers, Ganong's respirometer.
2.	Chemistry	This department has PH- meter, conduct meter, Potentiometer, Refractometer, Distillation apparatus, Weighing balance Digital, Oven, Shaking Machine, Melting point Measuring apparatus, Hot plate with Magnetic stirrer, Photoelectric colorimeter, Water bath electric, stopwatches, Centrifuge machine, Viscometer, Suction Pump, Drier, Kipps Hydrogen Sulphide Gas apparatus, Stagonometer.
3.	Geography	This department has Projector, barometer, Chain and Tape survey set, Contour (Topo sheet), Aerial photographs, Pocket stereoscope, Plantable survey set, Prismatic survey set, Model(Dry Land) and GPS.

4.	Physics	This department has Apparatus of Flywheel, Maxwell needle apparatus, Bar pendulum apparatus, PN Junction diode Apparatus, Zener diode apparatus, Photo Cell, Common base Transistor, CB & CE Characteristics, Spectrometers, Prisms, Calcite prism, calcite, Grating, Sodium Lamp, Mercury Lamp, Micrometer slit, CB Amplifier, Amplifier, Torsion pendulum, Young's Modulus, LCR AC impedance kit, Electro Vibrator, Searle's rigidity apparatus, High resistance apparatus, Solar cell, Semiconductor diode, Ripple apparatus, LCR resonance circuits with oscillator, and tripler apparatus, Sonometer with Electromagnets, Function Generator 1kHz common base, Calcite Prism, and Digital multimeter.
5.	Psychology	This department have like Stop Watch electronic, Depth perception apparatus, chronoscope, Tachistoscope, Psychological tests, Educational charts, Rico Itly plastic chart, Photographs of Psychologist Ivan, AsthesioMeter clipper 2 points, Drawing apparatus, Muller Lyer illusion withstand and Weight discrimination b
6.	Computer Science	This department has PC, printer, 8TB external, HDD, WebCam, Net setters, speaker, Pen Drive, UPS, Keyboard, and Mouse.
7.	Physical Education	This Department has a Multipurpose gym, Javelin, Hammer, Shot Put, Discus, Jump Stand, Volleyball, Badminton, T.T Table, T.T. rackets, Long Jump take of Carom Board withstand and boxing gloves.
8.	Mass Comm.	This Department has DSLR Camera, Video Camera, Boya Mike, Interview Mi Interview Mike, Sound System, Green screen, Channel ID and Microphone.
9.	Zoology	This Department has a Compound Microscope, Dissecting Microscope, Haemocytometer, Haemoglobinometer, Microtome, Hot air Oven and Binocular Microscope.

File Description	Document
Upload any additional information	View Document

4.1.2 The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Response:

Answer: Sports have been an integral part of the institution since its inception. Sports help students to develop good physical and mental health along with better personality development. Department of physical education came into existence in 2014 at the college. The institute has a well-maintained sports ground with an area of 20,180.58 sq. Mt. Supporting outdoor games (*e.g.* Athletics, Kabbadi, Cricket, Kho-Kho). Indoor games i.e. Chess, Boxing, Table tennis, Carom board are well flourished on the campus. The college has different sports items like the javelin, hammer, shot-put, discus, high jump stand, volleyball, badminton rackets, T.T. table, T.T rackets, carom board, boxing gloves, and well equipped multi gymnasium, etc. Yoga sessions are performed on the sports ground. Every year college organizes a college-level Athletic Meet to provide a platform to students. The college has marked its specific presence with gold and silver medals in various games like Boxing, race, chess, hummer throw, Table tennis, etc. at inter-college, inter-university, state, and national level championships organized yearly.

Co-curricular activities (Dance, drama, debate, quiz, painting, music, *etc.*) are closely interwoven with the college curriculum. To provide excellent exposure, Every year college organizes "Talent Hunt" for the

fresher and “Sargam” program in which students participate in different activities like dance, singing, poetry, mimicry & skit. The college has marked its 1st and 2nd positions yearly in various cultural activities at the “Ratanawali- A Haryanvi Fest organized by K.U.K” and Zonal youth festival organized by GJU, Hisar. Government has been passed the budget for constructing auditorium in college and it is under construction for organizing different activities in college in the near future

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Response: 50

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 04

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 31.01

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
11.10	6.75	21.11	16.34	5.40

File Description	Document
Upload audited utilization statements	View Document
Institutional data in prescribed format(Data template)	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

The library of our college is 1176.86 sq. ft. The library is well equipped with proper sitting arrangements, lighting facility and a Full ventilation system for the teachers and students. Total no. of books available are nearly 3000 but at present, the Library of our college is not supported by integrated library management.

4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

Response: E. None of the above

File Description	Document
Institutional data in prescribed format(Data template)	View Document

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 1.34

4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0.78	1.41	1.5	1.53	1.50

File Description	Document
Institutional data in prescribed format(Data template)	View Document
Audited statements of accounts	View Document

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the last completed academic year

Response: 0

4.2.4.1 Number of teachers and students using library per day over last one year

Response: 00

File Description	Document
Details of library usage by teachers and students	View Document

4.3 IT Infrastructure**4.3.1 Institution frequently updates its IT facilities including Wi-Fi****Response:**

At the beginning of the academic year, need assessment for replacement/up-gradation/addition of the existing IT infrastructure is carried out based on the suggestions from Head of the Departments, Student Grievances and after reviewing the course requirements The institution has an effective strategy for developing infrastructure for an effective teaching-learning process and ensuring optimum utilization of space and infrastructure. Our institute readily updates its IT Facilities to keep pace with ICT enabled teaching. The college has two well-equipped computer labs in which most computers are connected with broadband and is open throughout working hours for students and staff. DGHE installed reliance jio Wifi in college and students can access 100 MB per day. All classrooms of the new block are connected with a leased line facility having speed 50MBPS. Computer systems are upgraded on a periodic basis and necessary software like MS Windows, MS Office, Internet explorer, UBUNTU, C-Compiler, SQLite And Packet Tracker Software are installed and updated as and when needed. Computer department of college update time to time website of the college. A Lab Attendant has been appointed to take care of the repair and maintenance and updating of labs. The college has 1 smart classroom, 1 virtual classroom and 1 video conferencing room for using it in the teaching and learning process.

Detail of IT facilities provided in the campus are given below:-

Sr. No.	Date	Particulars	Receipt	
UPS				
1.	19-02-2014	(DGHE) 1100 VA UPS	10 PCs.	
2.	04-12-2015	PKI 1000 VA UPS	11 Pcs.	
3.	27-11-2018	Microtek 650Kv UPS	1 Pc.	
Printer				
4.	26-11-2014	Canon LBP-2018	6 PCs.	
5.	08-05-2015	HP Laserjet M1005	2 PCs.	
Computer				
6.	14-11-2013	Dell Optiplex 3010+ Dell TFT	11Pcs.	
7.	26-09-2015	HP desktop+ HP TFT	1PCs.	
8.	02-05-2019	HP	20 Pc.	
WebCam				
9.	16-08-2018	Panasonic digital camera	01 Pc.	
10.	03-07-2017	Webcam	03 Pc.	
Projector				
11.	22/02/2018	Projector 531P	01 Pc.	

Digital Items for Virtual and Video conferencing room				
12.	25/01/2019	Digital Board, E-Learning Lab, virtual classroom, digital podium	01 Pc. Each	
13.	02/05/2019	Digital Board IFPD, 80HT-TD 80 L, Video conferencing camera HVCC-6 with Jabra mic, Hugo Techno Visualiser 899	1 Pc. each	
smart classroom				
14.	22/01/2019	Digital Teaching Device	01 Pc	
CCTV Cameras & LED TV				
15.	18-02-2014	CCTV Cameras	08 Pc.	
16.	29/03/2019	VINTRON 2MP Bullet	08 Pc.	
			10 Pc. Installed b	
17.	23/03/2019	F & D LED TV 4006 HG	01 Pc.	
HardDisk & Pen Drive & Dongel				
18.	The college has 3 pen drive, 2 net setters, 4 net dongles, 1 8 TB Seagate External and 1 Hard Disk 4tb.			

The college has a Computer department committee that looks after maintenance and computer (and its peripherals) usage policies. This committee monitors policies concerning the issue of LCD projector, computers to students and faculty, and also printing facilities availed by the students and staff (faculty and nonteaching). The college has been adopted e-governance in multiple areas like ERP module for student admission and support, e-billing for finance and account, MIS(Faculty details), HRMS, online admission, etc.

File Description	Document
Upload any additional information	View Document

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 28:1

File Description	Document
Upload any additional information	View Document
Student – computer ratio	View Document

4.3.3 Bandwidth of internet connection in the Institution

Response: A. 750 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 100

4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
21.03	38.43	57.13	50.55	34.99

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

Response: The administrator has constituted some committees for the maintaining and utilizing physical, academic and support facilities:

1. Building and maintenance committee
2. Purchase committee
3. Library Committee
4. Gardening & Eco-club committee
5. Computer committee

The institution has qualified faculty employed through the government of Haryana, who work in consultation with the building and maintenance committee of the college to look after the maintenance of infrastructure and equipment. The equipment, instruments, and items for use in laboratories are purchased after prior approval and scrutiny to ensure optimum utilization of funds allocated to the different departments in each academic year. All departments of college put forth their requirements after discussion at the department level through convener to Infrastructure committee for infrastructure-related works or

needs. Similarly, laboratory requirements are met through proper channels by the convener of the related laboratory. The committee put forward a request for sanction to the principal. Quotations are called from different vendors after the sanction is granted by the principal. Now college is purchasing some items from the GEM portal. The classrooms and laboratories are maintained by non-teaching staff and laboratory staff respectively. The college has one convener and some members in the library committee so all concerns regarding purchase, up-gradation, and issue of the facilities are decided by this committee. Specified personnel is there for maintenance of the library under the supervision of convener of the library. Likewise gardening work is taken by specialized personnel under the supervision of the gardening committee and Eco-club. College does not have any permanent electrician hired by the government but an electrician on daily wages visits the college (as per govt. rules) and resolves the electricity-related faults whenever it happens. The college has a 30kVA Silent generator, which is smoothly maintained by one of the non-teaching staff. A proper drinking water facility along with 5 water coolers is provided to students by the college administration. There is different committee's e.g. Anti-ragging Cell, anti-Sexual Harassment Cell, Grievance Committee, and Mentors for solving the issues or complaints received in complaint box. The infrastructure committee goes through the complaints, suggestions, and feedbacks in their monthly meetings. If any repair is needed the committee put forward a request for sanction to Principal, quotations are called for the sanction granted as per govt. norms. For any major construction or renovation, the committee forwards a proposal to DGHE, Panchkula through Principal for necessary action.

Utilization: The college endeavors to ensure optimum utilization of resources i.e. classrooms, laboratories, computer labs, and sports facilities. Labs are utilized by the departments and HODs of the concerned department is responsible for the optimal use of labs. Computing facilities are catered by the Computer Committee. The HOD of sports department guides the utilization of sports facilities. Students can fully access libraries, sports and computing facilities. Overall, the physical and other support facilities are maintained and utilized up to its optimal level.

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 32.76

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
223	281	401	354	292

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	View Document
Upload any additional information	View Document
Institutional data in prescribed format	View Document

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 0

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description	Document
Institutional data in prescribed format	View Document

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills

2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: C. 2 of the above

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 7.48

5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
228	120	00	00	00

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: B. 3 of the above

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0

5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description	Document
Institutional data in prescribed format	View Document

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 27.43

5.2.2.1 Number of outgoing student progressing to higher education.

Response: 79

File Description	Document
Upload supporting data for student/alumni	View Document
Institutional data in prescribed format	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

Response: 10.54

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government

examinations) year wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
06	05	00	00	00

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
31	15	00	00	00

File Description	Document
Upload supporting data for the same	View Document
Institutional data in prescribed format	View Document

5.3 Student Participation and Activities**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.****Response: 12****5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.**

2018-19	2017-18	2016-17	2015-16	2014-15
02	04	00	00	00

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters and certificates	View Document

5.3.2 Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Response:

Answer: Before the 2018-19 Sessions, the Haryana Government had banned the election of the student council. In October 2019, as per the directions of GJU S & T University, the election of students union was held and some student's office bearers and executive members were elected for student college council. The student college council comprises office bearer's (president, vice president, secretary, and joint secretary) and four executive members. The establishment of student council gives an opportunity to students in acquiring the sort of communication, planning and organizational skills which will benefit them in their future life. The student council of college took an active part in many activities like presenting the views of the students in front of college management, mentoring the new students in their induction program, also help the college in organizing various activities like sports day, cultural functions and annual function. The college has active IQAC which gives final shape to various academic & administrative activities in the college. Students are involved in IQAC for taking important decisions. The student council also supports the management and staff in developing the institution. The student council works as a voice of students on the issues of their concern and work actively for solving their matters. Students take active participation in the admission process, filling of examination forms under Earn While Learn Scheme, NSS students actively participate in organizing different functions and student council suggestions also consider in academics and other committee decisions. Students are also members of various committees of college like eco-club, culture, etc.

File Description	Document
Upload any additional information	View Document

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 9.4

5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
10	13	12	08	04

File Description	Document
Report of the event	View Document
Institutional data in prescribed format	View Document

5.4 Alumni Engagement

5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

Answer: An Alumni Association is the reflection of its past, representation of its present and a link to its future because the alumni association is playing a positive role in many ways which are a support system, offering expertise, assistance in employability mentorship & scholarship. Talented alumni have a wealth of experience and skills to share with our current students for guiding them in their respective areas of study. Alumni play an active role in mentoring students in their area of expertise and also provide scholarships to deserving students. Alumni association helps in providing employment opportunities to students by the placement of the students in their organization and also provides funds for the development of institution so it is a win-win situation for college and the alumni. In the last session Govt. College Narnaund formed an alumni association and organized an alumni meet. In alumni meet, our past students who got selected in different sectors shared their experiences with current students and guide them in choosing their path. Alumni also shared some suggestions for the betterment of college which helped in the planning of its activities. Now registration of Alumni association with the name "Suhani Yaadein" is under process and definitely in future alumni will contribute to the betterment of college

File Description	Document
Upload any additional information	View Document

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution

Response:

Answer: Vision – Government College Narnaund is a novel institution which was established to promote quality education in the rural area. This College provides a common platform to all students without any differences of gender, caste, religion and financial status for promoting quality education and employment generation in rural areas.

Mission - To provide quality education to the students in different courses for developing their professionalism, humanism and social responsibility.

For fulfillment of the college mission, leadership strives to maintain an open and interactive environment. The Principal of the college has complete freedom to function in an independent manner to the vision and mission of the college. The principal maintains regular and active interaction with all stakeholders for motivating and encouraging them for the overall academic growth and development of the college. The Principal of the college is the head of the institution and ensures that all provisions of the university by-laws, the statutes, and the regulations are observed. The next level of management is the staff council which constitutes the principal, staff secretary and two faculty members of the college. Staff council is an important platform for formal interaction between principal and faculty. Staff council committee holds regular meetings with the principal to discuss the needs of infrastructure, manpower and developmental plans for smooth running of the academic session. The Principal of the college works through different committees and cells comprising of teaching and non-teaching staff. Different policies and plans of the college are made and implemented through these committees and cells to fulfill the needs of the students as per the vision and mission of the college. IQAC maintains the quality benchmark of the various academic and administrative activities of the college. The Bursar of the College frequently interacts with the Management on account of proposals on infrastructural facilities, funds received and the expenditures incurred for better financial management and accountability.

Hence the Management, Principal, and Faculty are actively involved in the decision-making process to give a boost to the effective governance of the college. The quality policy of the college is based on the interflow of decentralization, student-faculty interaction outside of curriculum and continuum of teaching and learning process.

6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management

Response:

Response: The college follows a decentralized and participative management approach in all academic and administrative activities, initiatives and decision making by involving teaching and non-teaching staff at all levels. Various committees like admission committee, time table committee, property, culture, and

workload, etc. have been constituted by the principal for managing various functions of the college. The duly elected Secretary of the Staff Council and its Chairman (Principal) supervises the functioning of these Committees. Before the commencement of each academic session, Staff Council Committees are formed under the guidance of the Director, Staff Council Committees have the freedom to formulate their plan and decide execution strategies. Activities and decisions of Staff Council Committees are discussed in Staff Council meetings as required. Departmental societies and student representatives form the core of the succession. This gives each element involved in the governance, opportunities to utilize their expertise and research in their assigned domain. The efforts and measures of our institution have been channelized and systematized towards academic excellence after the inception of IQAC in the college. All the Committees are required to give a detailed report of the events organized by them including feedback of students to the Staff Council and IQAC. Departmental subject society formulates plans and policies for the department under the leadership of the head of the department. The requirements to implement these plans are mostly fulfilled by the Principal and the members of the college council.

The works of other committees as such:

Time table committee:- The Committee shall plan, and prepare time tables for regular classes, practical and shall see to it that all departments are allocated an equal number of classes during the academic session/semester. The university and govt. norms are followed in the timetable.

Examination Committee:- This committee undertakes all essential arrangements to conduct internal and university examinations. This committee maintains coordination among different activities like conducting all examinations according to rule and regulation lay down by the university, maintaining transparency and accountability in examinations and award degree certificates to the students.

Library Committee:- This committee prepares a plan for modernization and improvement of the Library by preparing the annual budget and maintaining reading material and infrastructure.

NSS Committee:- College NSS unit shall function according to the specified guidelines lay down by the university. It arranges discussions and workshops of the group of students on a regular basis on issues of social importance, ethical relevance, and moral values. It also arranges social service groups and outdoor filed activities.

Cultural Committee:- It plans and schedules cultural events for the academic year. The Cultural Committee shall be responsible for all intra and intercollegiate cultural events in the College.

Purchase Committee: The members of this committee coordinate and oversee all purchases of the College.

Grievance Cell: It looks into the grievances of the students/faculty/staff and provides remedial measures.

So overall college has approximated 75 committees in which faculty members work for the smooth running of the college.

File Description	Document
Upload any additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

The institution is a state government institute, most of the strategic plans are formulated by the top level (secretariat of higher education of Haryana and directorate of higher education). The institution has a perspective plan for development. Many of the academic quality policies are framed by the Staff Council and implemented through various committees of the Staff council which are monitored by the Director. The college has regularly enhanced infrastructure and developed capacities for teaching and research of staff according to the changing academic and social environment. The following are the plans for inclusion in the plan:

- To fix the academic calendar, preparing prospectus to students seeking admission at the beginning of every academic year.
- Formulation of broad guidelines for academic, cultural, games, sports, NSS and other support activities like educational tours, etc.
- Encourage staff and students to pursue and evolve in research/study project activities.
- Organizing seminars/workshops on academic activities.
- Arrangement of extension lectures by different departments to the benefit of students.
- Developing competitive examination skills of students for increasing their ratio of employability through placement and career counseling cell. Procurement of books, journals, furniture, and modernization of reading Room.
- Allotment of the budget for maintenance of labs, classrooms, gardens and other utility sections in the college campus.
 - To keep pace with the modern digitized world, it was indispensable to make College equipped with ICT facilities so that students can have excess to all the e-resources and this expansion has been done by establishing a video conferencing room, virtual classroom, digital podium room, and smart classroom.
 - For the Infrastructural growth of the college, the Budget has been passed by the government for the seminar hall and it is under development stage.

The institution makes the devices develop, deploy and drive the stated quality policy as to how to improve its academic quality and to better special appearance. At the end of every academic session, the principal forms the verification committee for the annual verification of every department and discusses the shortcoming with the conveners for further improvement. Directions are given to every department to conduct the curricular and extracurricular activities effectively. The college has taken various steps like Replacement of tube light with LED bulb saves power consumption, creating helpdesk for admission, providing pure water through RO purifier and Sanitary pad dispensing machine also available for girls.

6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Response:

Governing Body: Govt. College Narnaund works under the guidance of Guru Jambheshawar University of Science & Technology, Hisar and its Governing Body (GB) is Directorate of Higher Education which works according to the rules of guidance of UGC and Govt. of Haryana. Any command given by these two bodies is executed by this institute.

Administrative Setup: The College administrative setup is headed by the Principal. The Principal is assisted by the college council, Bursar, head of departments, conveners of various committees and clerical & non-teaching staff members.

College Council: The College Council is a statutory body that implements decisions of the GB related to academic, extra-curricular and infrastructural activities through its various committees. The members of the College Council are the senior-most teachers of the college. The Principal of the college functions as the Chairman of the Council.

Internal Quality Assurance Cell (IQAC): IQAC is a UGC mandated body to ensure quality improvement in the field of academics, planning, and administration of the institution. It lays down the quality benchmark in the above matters. The College Council committees, in addition to the council, also report to IQAC with regard to their respective activities.

Service Rules: The service rules of the Principal, teaching and non-teaching staff is determined by Haryana Civil Services Rules - 2016 (HCS-2016) implemented by Govt. of Haryana. These rules are getting updated by the Government of Haryana from time to time.

Procedures: All procedures related to admissions, recruitment, leave, promotion, purchase of equipment and other objects and construction for augmenting infrastructure of the college are followed as per UGC, Guru Jambheshawar University of Science & Technology and the Govt. of Haryana.

Recruitment: Recruitment procedure is performed by the Haryana Public Service Commission (HPSC), Panchkula from time to time. Process of recruitment (advertisement, screening by test and calling for the interview and final Selection) follows the guidelines of Govt. of Haryana.

Promotional Policies: Promotion of the teaching and non-teaching staff is effective based on the rules of the Government of Haryana. Every Year API(Academic Performance Indicators) and ACR(Annual Confidential Report) are filled by faculty members for their promotion.

Grievance Redressal Mechanism: The college has a Grievance redressal committee to address the grievances of all stakeholders. In addition, the college has an Internal Complaints Committee to deal with all cases of sexual harassment.

File Description	Document
Upload any additional information	View Document
Link to Organogram of the Institution webpage	View Document

6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
Institutional data in prescribed format(Data template)	View Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

Answer: Being Haryana Government Maintained Institution, the college has provision for following welfare measures for teaching and non-teaching staff:

1. **Medical leave:** There is the provision of 10 days of medical leave with half pay only for regular non-teaching staff members.
2. **Medical Reimbursement:** The bills of indoor treatment are reimbursed as per Haryana Govt. rates (PGI/AIIMS rates + 75% of the admissible amount) for the empanelled hospitals and for non-empanelled hospital bills are reimbursed on only PGI/AIIMS rates.
3. **Child Care Leave to Women Employees:** It is granted for a period of maximum 2 years or 720 days for taking care of their child in case of illness, exam days of a child, etc up to the age of 18 years.
4. **Casual leave/ Restricted Holidays:** Ten days of casual leave and three RH (Restricted Holiday) is permissible per the calendar year for all regular male employees and twenty days casual leave and three RH per year for all regular female staff. The extension teaching staff are allowed one leave per month (total of 12 leave per the calendar year).

5. **Earned leave:** Ten days of earned leave per year for regular teaching staff and 20 days for non-teaching staff is permissible. These leaves are encashed on the retirement at the rate of last pay drawn by the employee. An employee can collect a maximum 300 days of earned leaves.

6. **Children Education Allowance:** Regular employees are granted an amount of Rs 13500/- per year per school-going child as reimbursement of tuition fees, books, shoes, stationery materials etc.

7. **Group Insurance Scheme:** Each regular employee is covered under Group Insurance Scheme (GIS) by paying a premium of Rs 60/- per month. An employee get a cover of Rs. 500000/- (Five Lakh) on death.

8. **Loan:** Loan for the purchase of Scooter/Car/Computer and House Building Advance (HBA) is granted as per Government fixed interest rate revised time to time. These rates of interest are usually lower than the market rates of interest.

9. **Wheat Advance Loan (for D-group staff only):** A maximum of Rs 18000/- is allowed as wheat advance loan to purchase of wheat in April/May of every year. This loan is adjusted in 10 equal installments from the salary of employee. This loan is interest-free.

10. **Leave Travel Concession:** As per Haryana Government rules, each employee is granted a month's salary(Basic + DA) every four years for the purpose of the tour with family. Government has constituted block year such as 2009 - 12, 2012 - 15, 2016 - 19, 2020 - 23 and so on.

11. **Academic/Duty leave** is granted to the teacher for conducting examinations, attend Conferences/Seminar/Symposia and official meetings.

12. **Ex-gratia Scheme:** In the unfortunate case of death in the harness of any staff, the family of the staff is protected by the scheme of family pension and job to a dependent as per Haryana Govt. rule.

13. Faculty appointments prior to 2004 are eligible for pension benefits on retirement. Faculty after 2004 are covered under New Pension Scheme. GPF, gratuity and leave encashment are availed by retiring faculty as per Government norms.

6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.

Response: 67.05

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
05	01	10	19	10

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0.2

6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
01	00	00	00	00

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 34.15

6.3.4.1 Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
09	03	06	07	04

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff

Response:

Performance appraisal of teaching and non-teaching staff of the college is carried out by DHE through the Principal as per Haryana Govt. rule. The Principal observes the working behavior of the teachers as well as non-teaching staff and sends a report to the DHE. Recently, a self-appraisal system has been adopted by the college on the recommendations of IQAC of the college. This self-appraisal is a part of the Academic Audit of the teaching departments. Every

year teachers are required to fill Annual Confidential Report in which they are required to give information regarding classes they taught & university results, application of new teaching methods in the classes, Research wrote during the year including participation, presentation of Research Papers in National/International Seminars/Conferences, publications of research articles and textbooks, In-Service training, extra classes for weak students; Contribution in the college activities and in college administration as member of different committees; no. of days spent in admission, teaching, evaluation, examination work; maintain cordial relation with the administration, etc. Internally teachers' performance is evaluated on the above indicators. In addition, teachers are also required to minimum score (API Score) spreading over three categories for the promotion under the CAS scheme of the UGC and affiliating University. This evaluation is done by the IQAC of the college. The same is sent to the DGHE, Haryana for approval of senior and selection grade of the teachers.

The college follows the guidelines of UGC and Haryana Govt. with regard to the Performance Appraisal System for teaching and non-teaching staff. A Self-Performance Appraisal form is to be filled in by the teaching staff and submitted in the college office for initiating the process of promotion. There are the following 4 prescribed stages for promotion from Assistant Professor to Associate Professor:

Stage 1 (AGP Rs 6000) to Stage 2 (AGP Rs 7000)

1. Four years of service with PhD

or

1. Five years of service with M.Phil.

or

1. Six years of service who are without a Ph.D./M. Phil.

Stage 2 to Stage 3 (AGP Rs 8000)

Completion of five years of service in Stage 2

Stage 3 to Stage 4 (AGP Rs 9000)

Completion of three years of service in Stage 3.

A performance appraisal report is prepared at each stage which includes performance and participation in Academics, Administration, Skill development and other aspects of professional life. The performance appraisal of non-teaching staff is equally important for the efficient running of the institution. Non-Teaching Staff members are assessed through the Annual Confidential Report (ACR) forms which contain a brief description of duties undertaken by the employee, timely accomplishment of planned work, proficiency in typewriting, knowledge, and skills in dealing with account matters and Acquaintances with rules and orders, etc. Firstly ACR is filled by employees and then it is approved by the principal. The employees are also required to clear departmental tests as may be prescribed by the recruitment rule.

File Description	Document
Upload any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Answer: Internal & External Financial Audit implies the examination of books of accounts and related documents of college in order to correctly estimate their accuracy, completeness, and regularity. The above two types of audits are conducted by different governing bodies. The internal financial audit is inspected by the local governing body of the district level. One or more auditor visits to the college for inspection of Fund cash book. The fund cash book has various type of funds I .e. Computer Fund, Amalgamated Fund, Magazine Fund, Electricity Fund, Student Union Fund, Health Fund, House Exam Fund, Poor Boy Fund, Building Fund, Dilapidation Fund, SAF, Red Cross Fund, Basic Computer Fund, I-card, Radha-Krishan Foundation, Library Fund, etc. They check the accuracy of all the funds mentioned monthly voucher wise. The statement of income and expenditure are mentioned separately in fund cash book. The auditors examine the correctness of income and expenditure statements of the institution. The income of an institution comes from students admitted therein. There is a different type of funds collected from every student per year which is a particular source of income of an Institution. The expenditure which is spent on the facilities of students and college administration. The University exam fee and any other university expenses, directorate related and college functional works/ programs financial expense are also counted in expenditure. The auditors keep an eye on all the payments of particular expenditure are come out from relevant funds.

The external financial audit is conducted through the audit cell of the Auditor from O/o Principal, Account General of Haryana, Chandigarh. The auditors visit physically to inspect the Govt Grant Cashbook of Institution. Various types of Govt. Grants allotted to college by Directorate of Higher Education, Haryana from time to time. The grants which are allotted i. e. Office Expenses(O.E), Women Empowerment Scheme under Women Cell, Placement Cell, Earn While You Learn, Material & Supplies(M&S), Lab Up-gradation Grant. The O.E grant is utilized for smooth maintenance and stationery expense of Office. The purpose of women cell Grant is Skill and Personality Development of Girls Students. Placement Cell Grant for career counseling and awareness of future opportunities of Jobs in various fields. Earn while you learn a grant is utilized for students in which they can earn during their study. These Govt Grant are provided for smooth & better conduct of college administration work and

students' welfare. The auditor inspects all the vouchers of every grant month-wise to ensure that all the expenditures are made from a particular grant as per the need and requirements of the college. The audit of the above govt grants of this college was held during the financial year July-2013 to March-2016. The final audit inspection report was received by the college after settled down all the objections raised by the auditor.

File Description	Document
Upload any additional information	View Document

6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description	Document
Institutional data in prescribed format(Data template)	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The main source of funding of college is the grant provided through DHE and the fund/fees collected by the students. The grants are utilized to meet the expenses towards the salary of college staff. The amount of money collected from students as the annual fees are used to meet the expenditure of routine works of college. The college ensures proper utilization of resources through combined efforts of Principal, bursar, convener of concerned committee and all the staff members of college.

The Library Committee consists of library in-charge and other teaching staff members. The Convener of Library Committee looks after the matters related to the purchasing of books, journals, basic infrastructure for the library, etc.. Library grant is divided among the journals, books, newspapers, magazines, and basic infrastructure. The part of the grant devoted to books is further divided among different departments as per their requirement.

The grant for lab augmentation is received from DHE in the treasury account. The convener of the grant

called a meeting of the head of departments (HODs) in the principal office along with bursar. The total grant is distributed among the various departments depending on their demands. After that, the department-wise committee constituted spending the grant on the requirement of laboratories. The minutes of that meeting and distribution of grant is prepared. The committee is responsible for the utilization of grants.

Another grant for the Science exhibition received by the college from DHE. This grant is utilized for the preparation of models in the subjects Physics, Chemistry, Botany, Zoology, Geography, Psychology, and Computer Science. The models prepared by the students are judged during the college-level science exhibition held at the college campus in the month of January of every year. First, Second and Third position holders are honored with a cash prize and the certificate. First position holders per subject have participated in the District level Science Exhibition at the college allotted by the DHE. They're also competing with other college students. If any model/exhibit selected for the first position then that model/exhibit would compete at state level exhibition. The amount spent on these events is utilized from the science exhibition grant.

The Placement Cell grant is utilized by the committee constituted by the principal. The grant is divided into two parts i.e. honorarium and other charges. The committee organized the lecture for the career scopes of students from the honorarium part of the grant. The career and competition-related books are purchased from the other charges part of the grant.

Similarly, women cell grant is utilized like the placement cell for the welfare of girl students. By using this grant a women lady worker is also hired on the daily wage rates to mention by the Deputy Commissioner rates (DC rates). The lady worker helped the girl students and took care of their problems. Other grants and the fund also utilized by the committees of three regular employees. Sports grant and the cultural grant is used by various sub-committees.

File Description	Document
Upload any additional information	View Document

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

Answer: In pursuance of its Action Plan for performance evaluation, assessment and accreditation and quality up-gradation of institutions of higher education, the National Assessment and Accreditation Council (NAAC), proposes that every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a quality sustenance measure. Since quality enhancement is a continuous process, the IQAC will become a part of the institution's system and work towards the realization of the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions. Its success depends upon the sense of belongingness and participation in all the constituents of the institution. IQAC has the potential to become a vehicle for ushering in quality enhancement. The Internal Quality Assurance Cell

(IQAC) has become a driving force for ushering in quality by working out intervention strategies to remove deficiencies and enhance quality. All the quality assurance mechanisms across academic, planning and administration, which was earlier independently governed and implemented at different levels, are now supervised by the IQAC. The IQAC has initiated the process of the development of quality benchmarks for the academic and administrative activities of the college. Several initiatives such as the introduction of an institutional academic calendar, feedback system (covering several aspects of the institution) and promotion to research, etc have been taken by the IQAC.

IQAC regularly review teaching-learning process, structures and methodologies of operations and learning outcome by holdings departmental meetings as well as through student's feedback. IQAC aims at (a) Making the teaching-learning more interactive, visual and effective and (b) An overall development of students through extracurricular activities and larger participation of the students. To achieve it the following measures are taken:

- Teachers are encouraged to use ICT tools /smart classrooms for making the teaching-learning process are interesting and interactive.
- Cultural Fest, Talent Search Competition, etc. are organized and participation of a large no. of students is ensured in the events like singing, dancing, skits, etc.
- Subject societies organize events like Debate, Symposium, Essay writing, Quiz contests, etc. are frequently held.
- Students good in sports are regularly sent for inter-college competitions IQAC holds departmental meetings, meeting with various in charge of women cell, sports activities, HODs, NSS In-charge, Placements Cell In-charge are held regularly to know about their activities calendar and its implementation in true spirits. Activities register are properly maintained and checked by IQAC.
- IQAC performs academic audits. It helps the departments to know their strength and challenges and IQAC to assess the quality status of the departments individually and the institution as a whole. It also helps in identifying the best practices that can be evolved and institutionalized.

IQAC operates under the chairmanship of Principal. The day to day functioning is undertaken by the Coordinators and members drawn from the faculty.

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

Response: A large number of efforts are made by the IQAC of college such as:

- (1) A number of lecturers keep attending national and international seminars.
- (2) Various extension lectures are arranged under Women Cell & Placement Cell.

- (3) Sports facilities are available to all the students during college hours. Athletic Meet is an annual program celebrated in the college.
- (4) Alumni Association has been formed.
- (5) New subject books and competitive exam books are purchased under library and placement cell.
- (6) Grievance Cell is constituted to deal with the problem/grievance of the students if any.
- (7) Mentor-Mentee meeting a regular feature where students are motivated to share their problems with their mentors and their problems with their mentors.
- (8) CCTV cameras are installed for the security of the students.
- (9) Arrangements for drinking water.
- (10) A new block of 06 teaching rooms has been constituted in the college.
- (11) National Days are celebrated in true spirits.
- (12) Students have participated in many social issues like 'Beti Bachao Beti Padhao', 'Swachh Bharat Mission', 'Fit India Movement' etc.

Apart from all these activities, to ensure quality education, the teaching-learning process is thoroughly monitored and often reviewed along with its structures and methodologies of operations and learning outcomes by the IQAC of the institution. The institution has a review mechanism that integrates the reviews of feedback from various stakeholders regarding curriculum and teaching and learning, and learning outcomes. The department-wise feedback on the teaching-learning process is analyzed. A collective consolidated report is also prepared, reviewed and the approval of the Principal and the curriculum committee is also got.

Feedback from different stakeholders is collected regularly on curriculum & teaching and learning in all the departments. Feedback on the curriculum from the different stakeholders helps in fine-tuning the curriculum to suit the current trend and also paves the way to altering the teaching-learning process to suit the modified curriculum. The syllabus revisions made based on the suggestions of students, alumnae and experts make the process of teaching and learning more purposeful as it fulfills the requirements of the stakeholders involved. Feedbacks regarding the teaching-learning process help to identify the teaching pattern suitable for the different types of learners available in the institution. Thus, feedback based curriculum revisions; methodology modifications in teaching are made in the departments to improve the teaching-learning process.

6.5.3 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)**

3.Participation in NIRF**4.any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)****Response:** D. 1 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	View Document
Institutional data in prescribed format(Data template)	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

Answer: Gender Equity: College is an active promoter of gender equity initiatives with multiple activities related to gender sensitivity on the campus. Contribution of each and every individual is essential for the development of the society & nation. Keeping this in mind, efforts are made by our college to provide equal opportunities to girls and boys. Because of these efforts, Girls have outnumbered the boys in total strength of students and boys & girls equally participate in sports, cultural and extracurricular activities. College has a well-developed women cell that organizes various activities regarding women empowerment & Gender equity. Currently, Women cells organized a women empowerment program from 23-08-2018 to 25-08-2018. In this series, a slogan writing competition on women safety & empowerment was organized on 23-08-2018. After that on the same day a group discussion was held on gender violence. In this discussion all the students & staff members participated actively. On 24-08-2018, a rally was organized to create social awareness about women empowerment. On the same date Sh. Naresh Jaglan (Psychologist) delivered a lecture on gender sensitization. In which he discussed cause, consequences, and ways to prevent gender inequality.

Safety and security- Campus safety and security is a team effort that involves the co-operation of all concerned students, faculty and administrative staff. In this context discipline committee, the sexual harassment committee and women cell committee are constituted to assist the college in providing girl students soft environment in which they can thrive and to keep students, parents and employees well informed about campus safety and security. Designated areas of campus and the surrounding areas are under continuous video surveillance. There is a zero-tolerance policy towards any case of harassment of women students and staff against sexual harassment. The women cell organizes workshops for girls regarding sexual harassment, domestic violence, legal issues, gender sensitization, etc. Under its banner self-defense workshop for girls has also organized so that they can look after their safety and security outside the college campus too. The help of lady constable is also taken whenever required.

Counseling- At the time of admission, orientation program is organized by the college. Mentor-Mentee groups are formed in the college for both boys and girls so that they can discuss their problems with the concerned teacher. A friendly environment is provided by the mentor in the group and problems of the students are solved immediately.

Common Room- Girls students of the college have been provided with a spacious and comfortable girls common room. This room is located on the ground floor of the college building in the close vicinity of the faculty staff room and women cell room. This room is equipped with comfortable chairs and settees. The room has a sanitary napkin dispenser installed. This room is properly ventilated to provide a friendly environment for students. It has been designed to provide a support network for female students as well as to give a place to unwind them and indulge in informal discussions in free time available.

File Description	Document
Annual gender sensitization action plan	View Document

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

Response: D. 1 of the above

File Description	Document
Geotagged Photographs	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

Response:

Answer: 1. Solid Waste Management:- Many dust bins of big size are placed at common locations of the college to put the garbage inside them and to keep the campus neat & clean. Awareness of segregation of waste is created and blue, green and red dust bins are used. Then it is the responsibility of the municipal committee to dispose of this garbage at the dumping site.

2. Liquid waste Management - Practical labs like Chemistry, Botany, and Zoology have taken measures to ensure that all the chemicals are diluted before discarding in the washbasin. Glassware used in the laboratory is washed and rinsed with the least quantity of water. The liquid wastes of the laboratories are segregated into organic and inorganic waste. Inorganic Waste is neutralized before disposal. The liquid waste of the municipal committee sewerage line is used to flow out the liquid waste of the college.

3. Biomedical waste management:- No biomedical waste is produced on the college campus.

4. E-Waste Management:- The non-functional computers, pieces of equipment and its peripherals are safely disposed off. The cartridge of a laser printer is refilled outside the college campus. UPS batteries are

recharged/repaired/ exchanged by the suppliers. The waste compact disk is used by the students for decoration and participation in competitions like science exhibition. Awareness programs are initiated on e-waste management.

5. Waste recycling system:- Waste is not recycled in this college. Total waste is disposed off by the municipal committee.

6. Hazardous chemicals and radioactive waste management:- No laboratory of this college use any chemical which is hazardous to the health of living beings. Radioactive material is not used in any laboratory.

So solid waste management, liquid waste management, and E-waste management system are adopted in our college.

File Description	Document
Geotagged photographs of the facilities	View Document

7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Response: B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document

7.1.5 Green campus initiatives include:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

Response: B. 3 of the above

File Description	Document
Geotagged photos / videos of the facilities	View Document

7.1.6 Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:

- 1.Green audit
- 2.Energy audit
- 3.Environment audit
- 4.Clean and green campus recognitions / awards
- 5.Beyond the campus environmental promotion activities

Response: E. None of the above

7.1.7 The Institution has disabled-friendly, barrier free environment

- 1.Built environment with ramps/lifts for easy access to classrooms.
- 2.Disabled-friendly washrooms
- 3.Signage including tactile path, lights, display boards and signposts
- 4.Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
- 5.Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

Response: B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

Answer: The College strives to instill civic responsibility in the young minds of students through extension and outreach Programs and value-based courses so that they develop *tolerance and harmony towards cultural, regional, linguistic, communal socio-economic and other diversities*. There are many activities organized by this institute for providing an inclusive environment to the students. The College conducts neighborhood community activities through painting competition, environment protection rally, Jan Chetana rally, blood donation camps, Republic & Independence day celebration, Yoga camp on Yoga day, motivation lectures on different fields, rally on safety & empowerment of women, youth against drugs campaign, Jan Shakti Abhiyan, Constitution day celebration, NSS, Women Cell, Swachhatha Abhiyan, etc. The important activities include Celebration of World AIDS Day, Women's Day, Teacher's day, Energy awareness Day, Ozone Day, Environment Day, International Child Right's Day, International World Youth Day, Participation in Community development Programs, Health and Hygiene Awareness Programs, AIDS Awareness Program, Gender Sensitizing Program, and Environmental Awareness Programs.

Faculty members are encouraged to attend workshops, seminars, and conferences organized by government

or government-aided institutions for becoming more professional in implementing the extension activities of the college. The faculty and students respond with sensitivity to natural calamities and other issues by generously contributing to the relief funds. The extension activities organized by the College enhance the student's academic learning experiences and inculcate the values and skills in them. The expected impact of these activities can be observed.

Through these activities, the students get socialized and learn to think beyond individual interests and for social welfare. The theoretical knowledge obtained in the classroom can be applied for the benefit of society. Teamwork, Leadership Skills, Time Management, Effective Communication Skills, and Effective Decision Making are a few things that students learn while participating in and organizing various projects and programs under extension activities. The students get a wonderful platform to mingle with each other and learn about the culture, traditions, and values of people & society. The Extension activity also inculcates the value of gender equality, humanity and the notion of equal rights. Some of the extension activities organized by the College such as Drugs Prevention Camps also create awareness about bad social practices in the society and prepares them for the eradication of it. The Extension activities conducted through NSS are useful in sensitizing few social issues like the Dowry system, Superstition, Castism, Gender Inequality, etc. The objective of Social Work Camp organized by our College is to provide opportunities for the students to stay in the neighborhood community to understand the rural/urban life, analyze their dynamics and observe the functioning of local Community and Voluntary organizations. Field survey, group discussion, social interaction & cultural activities are some of the programs conducted during the camp.

File Description	Document
Any other relevant information.	View Document
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

Answer: In our Institution, the majority of students come from nearby rural areas. Social commitment is an integral part of the College vision. Student and faculty Orientation Programmes emphasize the critical significance of social outreach programs for development and integrated learning. The College believes and promotes students for ethical and moral activities trying to add social values to society, grooming the student as a responsible citizen of India. The college was started with the aim to promote youth education and develop critical thinking in order to make them independent and self-reliant so that they may lead a successful life besides fulfilling all the roles expected by society. Women are the foundation of family, community, society and play a key role in nation-building. Our college has young dynamic faculty having excellent knowledge of their field, good academic record and research exposure. They always try to inculcate the scientific knowledge, development of entrepreneurial skill, professional attitude in the students by organizing different extra-co curricular activities and extension activities. These activities are

conducted under the banner of NSS, Women Cell, Legal Cell, Red Ribbon Club, Red Cross, Drug Prevention Cell and legal literacy cell, etc. The activity under the extension activities ranges from Swachh Bharat Abhiyaan, No use of Polythene, lecture on driving rules, pledge ceremony and awareness rallies conducted for making voters aware and voters forms were distributed in the colonies. Our students always feel enthusiastic about such activities. The College aims at the comprehensive development of the students through such activities along with studies. For example, College organizes the extension lecture on the role of legal services and authorities to aware the students about their rights and duties to the nation. Some students in the college take admission at the age below 18 years. So an extension lecture on the fundamental rights and duties and rights of juveniles is organized by the legal literacy cell of the college once in a year. The Constitution Day (26th November) is celebrated by the college to spread the importance of the constitution and to spread the thoughts and ideas of Baba Bheem Rao Ambedkar. The extension activities organized by the college enhance the student's academic learning experiences and inculcate the values and skills in them. Extension activities help the students to contribute to national development and social integration also inculcate the value of man-woman equality, humanity, and the notion of equal rights. Some of the extension activities also create awareness about bad social practices in society and prepares them for the eradication of it. Extension activities also impart the students expected new social values and norms. They are useful in sensitizing social issues like the Dowry system, caste-based gender inequality, etc. The activities kindle the patriotic spirit of the students, develop self-discipline and tend to follow ethics in their personal and professional life.

File Description	Document
Any other relevant information	View Document

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

Response: D. 1 of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims.	View Document
Code of ethics policy document	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

Answer: India is a country where people of different cultures and languages live together with peace and harmony. India is worldwide known for its cultural diversity and colorful festivals. Various national festivals like Gandhi Jayanti, Independence Day and republic day are also celebrated in India. College celebrates various national and cultural festivals for teaching them about the reason and significance of these festivals.

Republic day (26th Jan.) - Although India attained independence in 1947 from Britishers, it was on January 26, 1950, when the country adopted its Constitution which promises freedom and equality for all. The college celebrates 26th January every year, for reminding the students about the constitution of the country and the need to abide by it all the time. On this day, all students assembled on the ground at 7.30 a.m. The celebration includes the unfurling of the national flag and addressing the students with a warm message of nationalism by the principal of the college. At the end of the festival, the National anthem was sung by faculty members and students and sweets were distributed to all faculty members and students. This is not only a celebration of independence but also of the unity in diversity of the country.

Independence day is celebrated every year on 15th August with the same zest and zeal to mark the independence of India. India became independent on August 15, 1947, after the British left the country. Since then, August 15 is celebrated as the Independence Day. Alike republic day, The Faculty, Staff, and Students of the college all come together under one Umbrella to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness throughout.

National Unity day (31st October) is celebrated in the college as the birthday of Sardar Vallabh Bhai Patel. A pledge taking ceremony is organized on the college campus in which all teaching staff, non-teaching staff, and students take part and feel proud. Pledge is talking about to keep the nation united and keep the respect of unity in diversity theme. The unity which India has in its diversity that serves as the melting pot of cultures, religion, and ethnicity and develops qualities of tolerance and understanding amongst students. The College observes the following days regularly 12th January - National Youth Day - Swami Vivekananda, 28th February - National Science Day - Sir C V Raman, 8th March-International Women's day, 14th April- Ambedkar Jayanthi, 21st June - International Day of Yoga, 15th August-Independence day, 5th September - Teachers Day - Dr. Sarvepalli Radhakrishnan, 24th September - NSS Day, 2nd October - Gandhi Jayanthi, 1st November-Haryana Day, 1st December-International AIDS Day. These activities are organized by staff and students of the College by initiating many events like Organizing lectures, meetings, and exhibitions, Conducting awareness camps.

File Description	Document
Any other relevant information	View Document

7.2 Best Practices

7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Response:

Answer: First Best Practice:-

1. Title of the Practice:- Mentor-Mentee Group

2. Objectives of the Practice: - The objective of the scheme to encourage the students to discuss their problems with the teacher and escape from suffering in the college by any problem.

3. The Context: - A Mentor is a person who has professional and life experience and who voluntarily agrees to help a Mentee develop skills, competencies or goals. Put another way, a Mentor is an Advisor and Role Model who is willing to invest in the mentee's personal growth and professional development.

4. The Practice: - When a student takes admission in the college, he does not know anything about the culture of the college. He/she faces problems during the working hours of college. So college has appointed a Mentor Teacher every 20 to 30 students per group. The students are called mentees. A Special Lecture is allotted in the Time table for the Mentor Class. He/She co-ordinates at 11:00 AM on every 2nd and 4th Saturday of every month with the students. The students share the problem with the Mentor. Mentor try every possible way to solve the problems and share his/her thinking and experiences with the mentees which helps them to tackle the problems. After the satisfaction of the student, he/she takes another problem. Sometimes a mentor chooses a topic on social awareness and discusses this.

5. Evidence of Success: - The students wander in the campus with full confidence. They perform their social responsibilities. They do not hesitate while facing any problem and tell to their mentor. The environment of the college campus is friendly.

6. Problems Encountered and Resources Required: - Sometimes student hesitates to share his/her problem in front of many students. He cannot express his feeling with his/her mentor and this thing restricts him/her to solve the problem. Being a mentor, he/she faces one of these challenges when dealing with his mentee:

- Assessing Mentee's background (knowledge and skills).
- Identifying Mentee's motivation.
- Dealing with Mentee's inexperience (knowledge and skills).
- Addressing Mentee's misconceptions.
- Financial help to Mentees.
- Building Mentee's confidence level.
- Deciding on the best solution to a given mentoring challenge.
- Setting limits and boundaries for the mentor/mentee relationship.

Second Best Practice:-

1. Title of the Practice: - Women Empowerment

Objectives: -

- Women Awareness for their rights and opportunities in the various Government sector and private sector as well.
- Promotion of Gender Equality.
- The motivation for Higher Education.
- Women's Health Awareness Programme.
- Development of Employment skills.
- The solution of Women Specific Issues through Women Teachers/ Mentors.
- Improvement of social status and lifestyle of girl students.
- Women Health Camps and Awareness programs for Personal Hygiene and Seasonal Disease.

The Context: -

As the college is established in rural areas and the people of villages are not much interested in the higher education of the girls. The reason behind this is the illiteracy, financial background, and transport facilities and other problems like eve-teasing and other personal problems. To overcome these problems, the Women Cell and Faculty Members Aware peoples about the education of the girls and to clear their doubts with the help of NSS. The NSS Volunteer accompanied by a Teacher goes door to door and communicates with the people. Besides this Faculty Members also motivated the students in the Schools of the nearby Villages.

Practices: -

- This College was established for women in starting but it was converted as co-education due to the lack of higher education institutions in this region. Now the college is promoting women empowerment scheme and Beti Bachao Beti Padhao Project through various cells and committees.
- Women cell in the college is working actively for women's awareness and betterment of the lifestyle.
- Placement cell organizing workshops & programs for women employment opportunities and their career-making.
- The anti-ragging committee is promoting education awareness and rights.
- Sexual Harassment committee is solving their personal issues and problems.
- Legal literacy cells are promoting gender equality and woman's legal rights and also provide information about their fundamental rights which are provided by the Constitution of India. For this Legal Experts are invited to the college for Lecture every year.
- Dept. of Physical Education has increased girl's participation in sports events.
- Women's self-defense training, vocational skills Development programs and women health campus are organized by the college in the field of women empowerment.

Evidence of Practices

- Women cell has organized various programs & workshops for empowering of girl's students in the college: -
- Girls skills development programs ----- 08-10-2018 to 23-10-2018
- One month self-defense training ----- 20-09-2018 to 20-10-2018 and 10-01-2019- to 09-02-2019
- One-day lecture on women empowerment and career for girls in the Indian army on 21.01.2019.
- Rally on safety and empowerment 24-08-2018.

- Dept. of Physical Education is motivating to girls for sports participation.
- Kafi student of B.A 2nd Roll. No. 1415120075 Participated in annual Athletic meet at G.J.U. Hisar and got 1st position in Hammer throw event.
- Cultural Dept. has increased female participation in the talent-search competition and cultural program Sargam.
- Placement cells organized a workshop to promote girl's students for competition and career.
- Workshop on Banking examination 31-1-2019 to 7-2-2019
- Workshop on career counseling & personality development 20-2-2019 to 21-2-2019
- 79 girl's students have joined P.G. Courses in K.U.K, M.D.U, CRSU, CBLU, IGU, GTU, LPU, Etc. This is a result of motivation for higher education under the scheme of women empowerment 2 Beti Bacho Beti Padhao project.
- Women cell organized fashion designing, beautician training and soft toys making programs to develop skills among women girl's students.
- The college is doing its best to empower the women and to improve their participation in the social and cultural contexts.

Problems Encountered and Resources Required : -

- Due to the rural environment lack of awareness among parents and girl's students.
- Marriage issues during the study period.
- Agriculture and domestic burden on girl's students.
- Social Awareness regarding women Empowerment.

File Description	Document
Best practices in the Institutional web site	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Answer: The very establishment of College, as a state-run Institution is in furtherance of enhancing access to Higher Education in predominantly backward and rural areas, with equal emphasis on equity. While taking care of regular instruction and day to day functioning at College, the College has paid specific attention to their long term growth and planned progress.

The College has been specifically enlisting the support of local Public Representatives and District Administration in securing funds, land, and posts for strengthening the College. It has been successful to a large extent in this regard. The College shows a remarkable growth in different sports activities. The college organized an annual Athletic Meet every year since its establishment. The Sports activities in which the students both boys and girls participated enthusiastically in every year are Race (100m, 200m, 400m, 800m, 1600m), Wrestling, Kabbadi, Hammer Throw, Table Tennis, Chess, Javelin throw, Discus

throw, shot put, Long Jump and High Jump. Some of our students show some significant performances in different sports activities at inter-college level, University level, and state level.

The Detail of Students who participated in different sports activities at different levels is as follows.

Sr. No.	Name of the Tournament	Session	Name of the Participants	Position
1	Inter-College Chess Championship Dayanand P.G. College Hisar	2015-16	Dinesh - B.A. IIIrd42 Rohit - B. Com Ist2263 Anil - B.Sc. Ist3027 Sunny - B. Com Ist2265 Ankit - B.Sc. Ist(3047)	
2	Inter – College Badminton Championship Dayanand P.G. College Hisar	2015-16	Rohit Lohan - B. Com Ist(2263) Shubham –B.Sc. IstC.S.(4016) Vikash - B.Sc. Ist(N.M.) 3068 Yash - B. Com Ist(2245)	
3	Inter – College State Championship (Kabaddi) R.G.M. College Uchana	2016-17	Gurmit B.Com IIIrd (2110) Krishan B.A. IInd (1129) Suresh Kumar B.A. Ist Sumit Kumar B.A. IIIrd(420) Sunil Kumar B.A. IInd(1124) Amit B.A. IInd (1173) Sonu B.A. Ist(225) Karma B.A. Ist (126) Deepak B.Sc. IIIrd (3140) Sombir B.A. Ist(270)	

			Sandeep Kumar B.A. IInd(1192)	
			Sandeep B.A. IInd (517)	
3	Inter-College Chess Championship Dayanand P.G. College Hisar	2016-17	Sahil (B.sc) 3165 Jitender B.A. Ist 142 Vikash (B.Com) 17	
4	K.U. Inter-College Cross Country, Kurukshetra university Kurukshetra	2016-17	Chanderkant – B.A. IInd(1261) Sandeep - B.A. IInd (1224) Deepak - B.A. IInd (1067210033)	
5	K.U. Inter-College Cross Country, Kurukshetra university Kurukshetra	2016-17	Sandeep - B.A. IInd (1224) Chanderkant - B.A. IInd(1261) Sachin - B.Sc IInd (3120) Gurmit - B.Com IInd(2210) Mandeep - B.A. IInd(1109) Deepak –B.Sc. Ist (1067210033)	
6	Inter-College wrestling Championship Chotu Ram Kissan College Jind	2016-17	Vikram – B.A. Ist (167) Kuldeep – B.A. Ist (51) Sachin – B.A. Ist (235) Sonu – B.A. Ist (225) Gurmit – B.Com. IInd (2110) Sombir – B.A. Ist (270) Krishan – B.A. Ist (429) Sachin - B.Sc. IIIrd (3170) Manjeet - B.Sc. IIIrd (3119)	
7	Inter College Circle Kabaddi CRM Jat College Hisar	2016-17	Gurmit B.Com IIIrd (2110) Krishan B.A. IInd (1129) Suresh Kumar B.A. Ist	

			Sumit Kumar B.A. IIIrd(420)	
			Sunil Kumar B.A. IInd(1124)	
			Amit B.A. IInd (1173)	
			Sonu B.A. Ist(225)	
			Karma B.A. Ist (126)	
			Deepak B.Sc. IIIrd (3140)	
			Sombir B.A. Ist(270)	
			Sandeep Kumar B.A. IInd(1192)	
			Sandeep B.A. IInd (517)	
8	Inter-College Table tennis Tournament at GJU S&T	2017-18	Meenakshi (5302179)	First
9	Guru Jambheshwar University of Science and Technology Inter-College Wrestling (G.R.) Tournament at Mahabir Stadium Hisar	2017-18	Rambilash (1213)	Second
10	7Th Annual Inter-College Athletic Championship of GJU S&T Hisar	2017-18	Kafi	Third (800m)
8	Inter – College Chess Championship at Govt. College Hansi.	2017-18	Anil – B.Sc. IInd N.M. Dev – B.Sc. IInd N.M. Ketan – B.Sc. IInd N.M. Shivam – B.Com IInd Dev Vart - B.Com IInd	

9	Inter-College Cross Country at GJU S&T Hisar	2017-18	Neeraj – B.Sc. IInd N.M. Amandeep B.A. Ist Chanderkant – B.A. IIIrd(5302355) Sachin – B.A. IInd (630235)	
10	Inter-College Table Tennis Championship GJU S&T Hisar.	2017-18	Meenakshi – B.A. IIIrd(5302179) Pinki - B.A. IInd(6302109) Jyoti - B.A. IIIrd (5302125)	
11	Inter-College Chess (M&W) Tournament GJU S&T Hisar	2018-19	Dev – B.Sc. IIIrd(1067210002) Manoj – B.A. Ist(2155510029) Ankit – B.Sc. IInd(1474410012) Saurabh – B.Sc. Is(2212110006)	
	Inter-College Wrestling FS Tournament at CRM Jat college Hisar	2018-19	Kuldeep	First (
12	Inter-College National Style Kabaddi Championship at SRM College Talwandi Rana (Hisar)	2018-19	Dinesh – B.A. Ist(173092250043) Sahil – B.A. Ist(173092250034) Ravinder – B.A. Ist(173092250095) Pinku – B.A. Ist(173092250100) Amandeep – B.A. Ist(173092250067) Pawan – B.A. Ist(173092250087) Praveen – B.A. Ist(173092250001) Ravinder – B.A. Ist(173092250078) Naveen – B.A. Ist(173092250004) Mandeep – B.A. Ist(173092250047) Rakesh – B.A. Ist(17309225012) Sonu – B.A. Ist	
13	Inter-Collegiate State wrestling Championship at Govt. College	2018-19	Monu – B.A. Ist	

	Israna (Panipat)		Karma – B.Sc. Ist	
			Parteek – B.A. IIIrd	
			Ashish – B.A. IIIrd	
	Inter-College Hammer Throw Tournament at Maharana Pratap Stadium GJU S&T Hisar	2018-19	Kafi (1415720075)	First
14	Junior Male & female Free Style & Greece Roman Haryana State Wrestling Championship	2019-20	Monu	First

Overall, College is in progressive stage and in the future it will earn various positions in sports and cultural activities.

5. CONCLUSION

Additional Information :

CBCS System - is come into force in session 2018-19 as per guidelines of Guru Jambheshwar University Science and Technology Hisar under which Government College Narnaund is affiliated.

Feedback from Teachers and Students - College has formulation an objective-based feedback system to take feedback from students and Teachers.

Mentoring - College has provided a mentoring in which a Mentor is a Teacher acting both as a friend and a role model who supports and encourages students in his/her academics and personal growth.

Anti Ragging Cell - Ragging is completely banned in college premises and if anyone found guilty of Ragging or abetting ragging is liable to be punished as it is a Criminal Offence.

ICT: College has sufficient ICT facilities like Smart Class Rooms, Videos Conferencing room, Virtual Classroom, Digital Podium Room and Two Computer labs.

Other Cell: College has NSS, Women Cell, Placement Cell, Youth Red Cross and legal literacy cell for the holistic development of students.

Concluding Remarks :

Overall, College was established in a rural area by the government with a motive to provide education to rural area students especially for girls and despite many challenges, Now college is in its progressive phase. The establishment of college made an evolutionary and significant change in the thinking of peoples of rural areas. Now the people make their mindset towards the higher education of the girls. In the future, Administration and faculty members will give their best for achieving the perspective plans of the college and giving qualitative & practical knowledge to students for achieving the new heights in their life.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.2	<p>Number of Add on /Certificate programs offered during the last five years</p> <p>1.2.2.1. How many Add on /Certificate programs are added within the last 5 years.</p> <p>Answer before DVV Verification:</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>01</td><td>01</td><td>01</td><td>01</td><td>01</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>00</td><td>00</td><td>00</td><td>00</td><td>01</td></tr></table>	2018-19	2017-18	2016-17	2015-16	2014-15	01	01	01	01	01	2018-19	2017-18	2016-17	2015-16	2014-15	00	00	00	00	01
2018-19	2017-18	2016-17	2015-16	2014-15																	
01	01	01	01	01																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
00	00	00	00	01																	
1.3.2	<p>Average percentage of courses that include experiential learning through project work/field work/internship during last five years</p> <p>1.3.2.1. Number of courses that include experiential learning through project work/field work/internship year-wise during last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>03</td><td>02</td><td>02</td><td>02</td><td>01</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>03</td><td>02</td><td>02</td><td>02</td><td>01</td></tr></table>	2018-19	2017-18	2016-17	2015-16	2014-15	03	02	02	02	01	2018-19	2017-18	2016-17	2015-16	2014-15	03	02	02	02	01
2018-19	2017-18	2016-17	2015-16	2014-15																	
03	02	02	02	01																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
03	02	02	02	01																	
4.1.3	<p>Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)</p> <p>4.1.3.1. Number of classrooms and seminar halls with ICT facilities</p> <p>Answer before DVV Verification : 09</p> <p>Answer after DVV Verification: 04</p>																				
5.1.3	<p>Capacity building and skills enhancement initiatives taken by the institution include the following</p> <p>1. Soft skills</p> <p>2. Language and communication skills</p> <p>3. Life skills (Yoga, physical fitness, health and hygiene)</p> <p>4. ICT/computing skills</p>																				

	<p>Answer before DVV Verification : A. All of the above</p> <p>Answer After DVV Verification: C. 2 of the above</p>																				
5.1.5	<p>The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases</p> <ol style="list-style-type: none"> 1. Implementation of guidelines of statutory/regulatory bodies 2. Organisation wide awareness and undertakings on policies with zero tolerance 3. Mechanisms for submission of online/offline students’ grievances 4. Timely redressal of the grievances through appropriate committees <p>Answer before DVV Verification : A. All of the above</p> <p>Answer After DVV Verification: B. 3 of the above</p> <p>Remark : Time redressal supporting document not available</p>																				
5.3.1	<p>Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.</p> <p>5.3.1.1. Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.</p> <p>Answer before DVV Verification:</p> <table border="1"> <tr> <td>2018-19</td> <td>2017-18</td> <td>2016-17</td> <td>2015-16</td> <td>2014-15</td> </tr> <tr> <td>06</td> <td>06</td> <td>00</td> <td>00</td> <td>00</td> </tr> </table> <p>Answer After DVV Verification :</p> <table border="1"> <tr> <td>2018-19</td> <td>2017-18</td> <td>2016-17</td> <td>2015-16</td> <td>2014-15</td> </tr> <tr> <td>02</td> <td>04</td> <td>00</td> <td>00</td> <td>00</td> </tr> </table> <p>Remark : Revised as per supporting awards only, excluding participation certificates.</p>	2018-19	2017-18	2016-17	2015-16	2014-15	06	06	00	00	00	2018-19	2017-18	2016-17	2015-16	2014-15	02	04	00	00	00
2018-19	2017-18	2016-17	2015-16	2014-15																	
06	06	00	00	00																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
02	04	00	00	00																	
7.1.4	<p>Water conservation facilities available in the Institution:</p> <ol style="list-style-type: none"> 1. Rain water harvesting 2. Borewell /Open well recharge 3. Construction of tanks and bunds 4. Waste water recycling 5. Maintenance of water bodies and distribution system in the campus <p>Answer before DVV Verification : A. Any 4 or all of the above</p> <p>Answer After DVV Verification: B. 3 of the above</p>																				
7.1.5	<p>Green campus initiatives include:</p>																				

	<ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants <p>Answer before DVV Verification : Any 4 or All of the above Answer After DVV Verification: B. 3 of the above</p>
7.1.7	<p>The Institution has disabled-friendly, barrier free environment</p> <ol style="list-style-type: none"> 1. Built environment with ramps/lifts for easy access to classrooms. 2. Disabled-friendly washrooms 3. Signage including tactile path, lights, display boards and signposts 4. Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading <p>Answer before DVV Verification : A. Any 4 or all of the above Answer After DVV Verification: B. 3 of the above Remark : Considered the first three facilities as per the given photographs.</p>
7.1.10	<p>The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.</p> <ol style="list-style-type: none"> 1. The Code of Conduct is displayed on the website 2. There is a committee to monitor adherence to the Code of Conduct 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: D. 1 of the above Remark : Code of Conduct found on the website</p>

2.Extended Profile Deviations

ID	Extended Questions				
1.1	Number of courses offered by the Institution across all programs during the last five years				
	Answer before DVV Verification:				
	2018-19	2017-18	2016-17	2015-16	2014-15
	238	234	223	190	113
	Answer After DVV Verification:				
	2018-19	2017-18	2016-17	2015-16	2014-15

	218	190	187	163	98	
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NAAC