YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution   Government College Narnaund

- Name of the Head of the institution   Smt. Seema

- Designation   Principal

- Does the institution function from its own   Yes
  campus?

- Phone no./Alternate phone no.   01663233054

- Mobile No: 9416465450

- Registered e-mail   gcnarnaund@gmail.com

- Alternate e-mail   nainapalria@gmail.com

- Address   Government College Narnaund

- City/Town   Near Khanda Mod, Narnaund/Hisar

- State/UT   Haryana

- Pin Code   125039

2.Institutional status

- Affiliated / Constitution Colleges   Affiliated College

- Type of Institution   Co-education

- Location   Rural

- Financial Status   Grants-in aid

- Name of the Affiliating University

  Guru Jambheshwar University of Science & Technology

- Name of the IQAC Coordinator

  Dr. Pankaj Goyat

- Phone No.

  01663233054

- Alternate phone No.

- Mobile

  9812422113

- IQAC e-mail address

  gcnarnaund@gmail.com

- Alternate e-mail address

  nainapalria@gmail.com

3.Website address (Web link of the AQAR (Previous Academic Year)

http://gcnarnaund.ac.in/Data?Menu=ROFj+/eyOLA=&SubMenu=5uDhveJ32A8=

4.Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

  http://gcnarnaund.ac.in/images/41/Notice/Notice16839.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**2.58**	**2021**	**31/03/2021**	**30/03/2026**

6.Date of Establishment of IQAC   **16/07/2016**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NA	**Nil**	**Nil**	**Nil**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

  View File

9.No. of IQAC meetings held during the year   03

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   No

- If No, please upload the minutes of the meeting(s) and Action Taken Report   [View File]()

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   No

- If yes, mention the amount

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

1. Ensuring the smooth conduct of admission in different disciplines 2. Ensure quality in teaching learning and proper utilization of resources. 3. Ensuring the utilization of different grants before the due date. 4. Ensuring availability of clean and hygienic resources to students. 5. Checking the API performa of faculty members timely so that scale can be forwarded timely.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

27-08-2024 11:30:35

Plan of Action	Achievements/Outcomes
Plan to start English News paper for Students.	The English News Paper - The Tribune has been started for reading purpose of students.
Plan to purchase books under library.	The books of rupees 1,90,000/- only were purchased in the session 2022-23.
Plan to select apprentice in college for training purpose.	Two apprentice have been appointed in College.
Plan to construct a platform for flag Hoisting.	A new platform for flag hoisting was constructed in campus.
To improve sanitation facilities and drinking water resources	Repair of washrooms for students and staff was done. Proper arrangement of drinking water were made for students.

13.Whether the AQAR was placed before statutory body?   **No**

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
1.Name of the Institution	Government College Narnaund
• Name of the Head of the institution	Smt. Seema
• Designation	Principal
• Does the institution function from its own campus?	Yes
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• Address	Government College Narnaund
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• Pin Code	125039
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• Financial Status	Grants-in aid
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• Name of the IQAC Coordinator	Dr. Pankaj Goyat

• Phone No.	**01663233054**
• Alternate phone No.	
• Mobile	**9812422113**
• IQAC e-mail address	**gcnarnaund@gmail.com**
• Alternate e-mail address	**nainapalria@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://gcnarnaund.ac.in/Data?Menu=ROFj+/eyOLA=&SubMenu=5uDhveJ32A8=
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://gcnarnaund.ac.in/images/41/Notice/Notice16839.pdf

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Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
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• Upload latest notification of formation of IQAC	View File
9.No. of IQAC meetings held during the year	**03**
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional	**No**

website?		
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
• If yes, mention the amount	

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13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	29/02/2024

15.Multidisciplinary / interdisciplinary

The institute is affiliated with Guru Jambheshwar University of Science and Technology Hisar. The college has no independent rights to incorporate multidisciplinary courses. This will be implemented with the instructions of the University.

16.Academic bank of credits (ABC):

The institute is affiliated with Guru Jambheshwar University of Science and Technology Hisar. ABC cannot be incorporated by the college on its own. According to the University's guidelines, this will be carried out.

17.Skill development:

The institute is affiliated with Guru Jambheshwar University of Science and Technology Hisar. The college will incorporate skill development courses with the instructions and guidelines of the university.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The institute is affiliated with Guru Jambheshwar University of Science and Technology Hisar. These courses will be integrated by the college with university policies and procedures.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The institute is affiliated with Guru Jambheshwar University of Science and Technology Hisar. The college will incorporate these courses with the instructions and guidelines of the university.

20.Distance education/online education:
The institute is affiliated to Guru Jambheshwar University of Science and Technology Hisar. The college will incorporate these courses with the instructions and guidelines of university.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**277**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**963**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**254**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**306**

File Description	Documents
Data Template	View File

3.Academic

3.1	**36**

Number of full time teachers during the year	

File Description	Documents
Data Template	[View File](#)

3.2 Number of Sanctioned posts during the year	**36**

File Description	Documents
Data Template	[View File](#)

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**22**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**24.10**
4.3 Total number of computers on campus for academic purposes	**32**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Being an affiliate of GJU S&T, Hisar, our college follows thecurriculum designedby the university. However, diligent work has been done to create a learning environment that gives students the most chance to study multidisciplinary courses while adhering to university and government regulations. College executes the various action plans for effective curriculum delivery which are as follows: 1. The Internal Quality Assurance Cell (IQAC) is fully operational for strict implementation of the curriculum provided by the university. 2. At the beginning of the new academic session i.e. July of this year, the Principal of the College calls the staff council meeting to prepare broad guidelines and frameworks to suit the requirements of different courses at the departmental level. During the College council meeting, admission committees of

conveners and members are constituted for Parts I, II & III of art, science and commerce to smoothen the admission process.In the meetings, societies and committees are formed for extracurricular activities. 3. Time table committee prepares the timetable by considering infrastructural and laboratory requirements. For thesuccessful completion of syllabi, all teaching faculty prepare a lesson plan. 4. The College library & Laboratory is regularlyupdated according to curriculum requirements. 5. IQAC also takes feedback from students and teachers regarding curriculum delivery and takes remedial action whenever required.The principal frequently examines the teacher's lesson plans and attendance register. Assignments, assessments, and exams are held in accordance with the academic schedule proposed by university.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The IQAC prepares the academic calendar of the college which is in line with the academic calendar received from G.J.U. S & T, Hisar, and i.e. the conduct of the continuous internal evaluation. The commencement curriculum, internal exam schedules, term-end exam dates, and potential dates for practical and theoretical tests are all listed in the academic calendar. Prior to each academic session, the college website is updated with all relevant information on the academic calendar, assessments and internal procedures. Notice about all activities is timely displayed on the college notice board. Convener of different Committees and head of the department prepare an outline of the activities to be organized for managing the teaching time and organize them in the best possible way. Student assessment test/assignment/presentation marks are shared with the students by the respective teacher and uploaded on the website. Practical examinations of the all practical subjects i.e. Science, some departments of Arts and Humanities and others are conducted within the time frame given by university. An examiner for practical examination is appointed well in advance from one of these departments whose college office makes all necessary arrangements for the smooth conduct of the exams. Results for practical exams are prepared well in time and

uploaded on online portal of university.The college uses a range of quick quizzes, assignments, case studies, etc. as part of its effective continual internal evaluation system.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

04

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

01

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	[View File](#)
List of Add on /Certificate programs (Data Template)	[View File](#)

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

338

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

338

File Description	Documents
Any additional information	[View File](#)
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View File](#)

1.3 - Curriculum Enrichment

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

The University included a compulsory paper on Environmental Studies to make students aware of environmental issues, natural & biotic resources, pollution hazards and measures to deal with them. Plant Ecology in B.Sc Medical(Sem-2nd) to provide the students with the necessary knowledge about the environment. Economic Botany in B.Sc Medical(Sem- 5th sem.) to provide knowledge of plant parts and alkaloids used to cure various ailments. Environ- mental studies Advertising on of subject of B.Com 1st.Human Geography & Physical Geography is in Geography B.A. 2nd which provide knowledge about environmental degradation.

Intro- duction to Psychology, applied psychology, social psychology, developmental psychology, and psychopathology are taught to help students understand human behavior and deal with their ethical issues, emotional values and motivational aspects of life. Gender Equity: Women Cell regularly organizes extension lectures & workshops to enhance sensitivity about gender issues and the overall development of girls. Some subjects like E-Commerce and Business ethics describe the professionally accepted standards of personal and human behavior at the workplace and guiding principles.Corporate Governance and Ethics, a postgraduate course in professional ethics offered by the institution, aims to provide students with a basic grasp of business ethics with the goal of instilling human values such as work ethics and marketing ethics.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

01

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

50

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni   **C. Any 2 of the above**

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

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://gcnarnaund.ac.in/news_events_details?id=BTHkJEilXVk=

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

640

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

236

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

Teachers adopt various methodologies i.e. classroom tests, assignments, presentations 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. Special measures for slow learners are to assess the nature of their problems and motivate them in a friendly way to reach their academic goals. Extra classes are taken to clear doubts. Poor performance due to frequent absenteeism is dealt with by informing their parents. All the faculty members are engaged in the tutorials. Advanced learners are encouraged to take up internships and additional online courses during semester breaks. The placement cell of the college organizes workshops and exhibitions for enhancing their skill. Intelligent/Meritorious students are 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 advanced learners.Students that are more advanced are encouraged and driven to demonstrate certain concepts to their peers.The college's annual award distribution function honors the best students and advanced learners with cash prizes, college colors, and a place on the honor roll in order to increase their motivation.

File Description	Documents
Link for additional Information	[nil](#)
Upload any additional information	[View File](#)

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

Number of Students	Number of Teachers
963	**36**

File Description	Documents
Any additional information	[View File](#)

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

Experimental learning, participative learning, and problem-solving methodologies are used for enhancing their learning experiences. All the laboratories of college like the Physics lab, Psychology lab, Botany lab, Zoology lab, and Chemistry lab are well equipped to support the experimental learning of students. The College campus has a smart classroom for combining the traditional chalk and walk method with learning resources to make our teaching interesting and interactive. Computer education is compulsory for all students and the required number of desktop and computer labs are 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 class room sessions and searching answers from different sources. Increasing participation of students in extension activities, sports, cultural and inter-college competitions. NSS, Women Cell, Legal Literacy Cell, and placement cells organize several activities. Women's cell organizes events to bring about gender sensitization. It organizes various extension lectures, self-defense training and workshops for girl students.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	[nil](#)

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

In the present scenario, Teaching is one of the most challenging professions as knowledge is changing and expanding rapidly and the latest technologies demand every teacher to learn the usage so that teaching can be better using these technologies. ICT-enabled teaching includes Wi-Fi-enabled Classrooms with LCD, Language

Lab,Smart Classrooms, Elearning resources, audio-video facilities, and LCD screens. The Institution has a state of smart classrooms with ultra modern facilities that help to elaborate and evolve the social, scientific, and psychological levels of students and improve their intellectual behavior. ICT is the technology to transmit information using WiFi and audio-visual aids. 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 teachers to self-learning/her subject area. All faculty members are making videos and uploading them to youtube for giving e-content to students. Online classes were taken by faculty on zoom, google meet and google classroom to smoothening the teaching-learning process.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	nil

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

2.3.3.1 - Number of mentors

25

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

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

36

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	[View File](#)

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

14

File Description	Documents
Any additional information	[View File](#)
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	[View File](#)

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

2.4.3.1 - Total experience of full-time teachers

205.06

File Description	Documents
Any additional information	[View File](#)
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File](#)

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college has followed a transparent and robust internal assessment system. Criteria for M.Com Each paper has a Maximum Marks of 100 in the ratio of 60% external and 40% internal.The grade awarded to a student in any particular course/paper will be based on the performance of the student in minor tests, attendance, and cocurricular activities (assignment, viva-voce, presentations, group discussions, quizzes, etc.) and external major tests (End Semester examination) conducted at the end of the semester. The distribution of the weightage of marks will be as under: Minor Tests 15marks Attendance & Co-curricular Activities 25marks (5marks for attendance). As per GJU S&T, HISAR, internal assessment is 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) Many innovative methods like presentations, group discussions, and debates are used to assess students' communication skills, clarity of concepts, and learning abilities. Internal assessment is shared with students before submitting them to the internal assessment committee so that grievances can be solved timely.

File Description	Documents
Any additional information	[View File]()
Link for additional information	[nil]()

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

As the college is affiliated with 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 center for online exams and one coordinator, clerk, and peon are appointed for this. Other examination-related grievances like the non-availability of question papers on time and delay in reliving question papers are handled by the college in cooperation with the GJU exam branch. The internal assessment committee handles all the complaints of students regarding internal assessment. All the grievances like the non-availability of internal assessment records of students the difference in university-awarded marks, and originally awarded marks by the teacher are solved by the committee by sending the list of originally awarded marks with the application of complaint to the university for necessary action. All examination relation

grievances except non-receipt of internal assessment and conduct of exam center are dealt with by the university exam branch. College timely conduct practical examinations in the presence of a university-appointed external examiner unsensed students' practical marks.

File Description	Documents
Any additional information	View File
Link for additional information	nil

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.

The college website, as well as the 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 induction programs, and mentor classes. The academic calendar of the college provides a broad schedule for the college curricula.The weekly Lesson plan of all courses is also uploaded on the college website and displayed on the notice board that teachers follow strictly for completing the course. At the beginning, the teacher explains program outcomes and 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 them what they will gain through different Subjects.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	nil
Upload COs for all courses (exemplars from Glossary)	View File

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

College uses direct and indirect methods for evaluating the attainment of program and course outcomes. At the end of the semester, course outcomes of students are evaluated by the university through semester-end examinations 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 toward 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. The level of course outcome attainment is measured by comparing the pass percentage of college students with a pass percentage. 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, As the college is newly established and in rural areas still, the college is trying to improve its program and course outcome. Extracurricular activities like Talent search and Athlete meet were organized in the college in this year.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

146

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://gcnarnaund.ac.in/news_events_details?id=BTHkJEilXVk=

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 year (INR in Lakhs)

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

OO

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	[View File](#)

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

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

OO

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

`00`

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

`02`

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

`00`

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

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 year

The college conducted a 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 student's academic learning experiences and inculcate the values and skills in them. These activities are conducted under NSS, the Women's cell and the Red Cross club committee. Under the National Service Scheme, various extension activities are organized for sensitizing the students towards various social issues. Various extensions and outreach programs were conducted in and outside the college including Swachhta Bharat Abhiyan, Seven Day NSS Camp, Clean India Campaign, Rally on No Tobacco, etc. NSS organized an Extension Lecture on awarness about Road Safety Signs, Poshan Bhi Padhayi bhi, oral health and personality Development of students to touch the parameters of success.Other Events like an Oral Health Camp, lectures on First aid and Food Safety, Rangoli making, salogen writing, Speech competitions and quizs were held under various schemes like Sadak Surksha Abhiyan.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from

Government/ government recognized bodies during the year

`00`

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	**No File Uploaded**

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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., during the year

`20`

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

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., during the year

`1216`

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

01

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

00

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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.

The College offers appropriate spaces for both academic and practical classes. The campus is spread over an area of 13.125 Acres. The information about the facilities is provided below: The institution includes 18 well-equipped, well-ventilated classrooms that are spacious and well-equipped for conducting theoretical and practical lessons to meet the needs of about 850 students. There are two blocks of teaching. 1. Arts and Commerce Block 2. Science Block. Laboratories: For completing curriculum-oriented lab practicals, all 10 laboratories (Physics, Chemistry, Botany, Zoology, Biology, Computer Science, Geography, Psychology, and Mass communication) are well-equipped and well-maintained. All of the laboratories were built in accordance with affiliating university and Haryana Government standards and have all necessary safety features. Technology-enabled Teaching and Learning: The college has smart classrooms, Video Conferencing Rooms, Digital Podium rooms,computers, and other ICT-enabled equipment in its smart classrooms. Two computer laboratories having 32 HP desktops with fully functional software are available on the campus. Library: The college has well equipped central library with textbooks, magazines, newspapers, etc. The college library provides a Book Bank facility where students can borrow books. The college has one Girls common room for girls, 1 N.S.S., 1 Woman cell Room, 1 RTI, Placement cell Room, NAAC, IQAC, Registrar, Bursar, Library and Staff room.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

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

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. The 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 and Carom board are well flourished on the

campus. The college has different sports items like multipurpose gum, javelin, hammer, shotput, 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 for students. 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 a "Talent Hunt" for the fresher and a "Sargam" program in which students participate in different activities like dance, singing, poetry, mimicry & skit. Talent search was organized on 15/10/2022 and Athelete meet was held on 17 Feb. 2023 in which 73 students took part in various games.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

09

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

09

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

17.13

File Description	Documents
Upload any additional information	*View File*
Upload audited utilization statements	*View File*
Upload Details of budget allocation, excluding salary during the year (Data Template)	*View File*

4.2 - Library as a Learning Resource

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

The library of our college is 1176.86sq. ft. The library is well equipped with proper sitting arrangements for students and teachers, a lighting facility, and a Full ventilation system. The total no. of books available is nearly 4598and at present, an integrated library management system has been completed in the library. SOUL 2.0 software is installed in the library for automation.

File Description	Documents
Upload any additional information	*View File*
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the **D. Any 1 of the above** following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	*View File*
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	*View File*

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

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

1.90

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

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

10

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college has two well-equipped computer labs in which most computers are connected to broadband and is open throughout working hours for students and staff. DGHE installed Wifi in the college whose speed is 1000 MBPS and students can access 100 MB per day. All classrooms of the new block are connected with a leased line facility. Computer systems are upgraded periodically and necessary software like MS Windows, MS Office, Internet explorer, UBUNTU, CCompiler, SQLite, And Packet Tracker Software are installed and updated as and when needed. Computer department of the college update from time to time the website of the college. A Lab Attendant has been appointed to care for the repair, maintenance, and updatingof labs. The college has one smart classroom for use in the teaching and learning process. The college has one virtual classroom and a video conferencing room.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

32

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

23.38

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	[View File](#)
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

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.

The administrator has constituted some committees for 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. Laboratory requirements are met through proper channels by the convener of the related laboratory. The college has one convener and some members in the library committee so all concerns regarding the purchase, up-gradation, and issues of the facilities are decided by this committee. Likewise, gardening work is taken by specialized personnel under the supervision of the gardening committee and Eco club. The college has a 30kVA Silent generator, which is smoothly maintained by one of the non-teaching staff. There is different committee e.g. Anti-ragging Cell, anti-Sexual Harassment Cell, Grievance Committee, and Mentors for solving the issues or complaints received in the complaint box. The infrastructure committee goes through the complaints, suggestions, and feedback ontheir monthly meetings. For any major construction or renovation, the committee forwards a proposal to DGHE, Panchkula through the Principal for necessary action. Computing facilities are catered to by the Computer Committee. The HOD of the sports department guides the utilization of sports facilities.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

425

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

511

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

511

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

`04`

File Description	Documents
Self-attested list of students placed	<u>View File</u>
Upload any additional information	<u>View File</u>

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

`25`

File Description	Documents
Upload supporting data for student/alumni	<u>View File</u>
Any additional information	**No File Uploaded**
Details of student progression to higher education	**No File Uploaded**

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

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) during the year

`00`

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

5.3.1 - 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) during the year

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) during the year.

03

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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)

The student elections are not a regular practice afterwards the session 2019-2020. The college has active IQAC which gives final shape to various academic & administrative activities. Students are involved in IQAC to make important decisions. The student council also supports the management and staff in developing the institution. The student council works as a voice for students on their concerns and works actively to solve their matters. Students take actively participation in the admission process, filling out examination forms under Earn While Learn Scheme, NSS students actively participate in organizing different functions and student council suggestions are also considered in academics and other committee decisions. Students are also members of various committees of the college like eco-club, culture, entrepreneurship Club, etc.The best Volunteers/cadets of NSSare honored in the annual function to encourage and motivate other students.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

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

13

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	[View File](#)
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[View File](#)

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

An Alumni Association is the reflection of its past, a 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 placement of the students in their organization and also provides funds for the development of the institution so it is a win-win situation for the college and the alumni.Every Year, an alumni meet is organized, two alumni has been organized. Now registration of the Alumni association with the name" Suhani Yaadein" is done and definitely in the future alumni will contribute to the betterment of the college.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

5.4.2 - Alumni contribution during the year   A. ? 5Lakhs

(INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

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

The Principal of the college has complete freedom to function independently of the vision and mission of the college. The Principal of the college is the head of the institution and ensures that all provisions of the university by-laws, statutes, and regulations are observed. The staff council is an important platform for formal interaction between principals and faculty. The staff council committee holds regular meetings with the principal to discuss the needs for infrastructure, manpower, and developmental plans for the smooth running of the academic session. The Principal of the college works through different committees and cells comprising teaching and non-teaching staff. IQAC maintains a 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 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 the curriculum, and a continuum of teaching and learning processes.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	No File Uploaded

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

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 the admission committee, timetable committee, property, culture, 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) and IQAC supervise the functioning of these Committees. All the committees are required to give a detailed report of the events organized by them including feedback from 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. All committees perform their activities independently. Some of the major committees are: admission committee, bursar, IQAC, NAAC, college council, grievance redressal committee, purchase committee, sports board, and library committee. So overall college has approximately 86 committees in which faculty members work for the smooth running of the college.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File]()

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution is a state government institute and most of the strategic plans are formulated by the top level (secretariat of higher education of Haryana and directorate of higher education). The following are the plans for inclusion in the plan: • To fix the academic calendar, • 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. • Procurement of books, journals, furniture, and modernization of the Reading Room. • Allotment of the budget for maintenance of labs, classrooms, gardens, and other utility sections on the college campus.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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.

Govt. College Narnaund works under the guidance of Guru Jambheshawar University of Science & Technology, Hisar and its Governing Body (GB) is the 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. The service rules of the Principal, teaching, and non-teaching staff are determined by Haryana CivilServices Rules - 2016 (HCS-2016) implemented by Govt. of Haryana. Procedures: All procedures related to admissions, recruitment, leave, promotion, purchase of equipment and other objects, and construction for augmenting the infrastructure of the college are followed as per UGC, Guru Jambheshawar University of Science & Technology, and the Govt. of Haryana. Recruitment: The recruitment procedure is performed by the Haryana Public Service Commission (HPSC), Panchkula. Every Year API(Academic Performance Indicators)and ACR(Annual Confidential Report) are filled by faculty members for their promotion. Grievance Redressal Mechanism: The college hasa Grievance redressal committee to address the grievances of all stakeholders.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	[View File](#)

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	[View File](#)
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	[View File](#)

6.3 - Faculty Empowerment Strategies

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

Being Haryana Government Maintained Institution, the college has provision for the following welfare measures for teaching and nonteaching staff: 1. Medical leave: 10 Days for regular non-teaching staff members. 2. Medical Reimbursement 3. CCL: maximum of 2 years or 720 days up to the age of 18 years of a child. 4. Casual leave/ Restricted Holidays: 10 Days CL and 3 RH for regular male employees and 20 Days CL and 3 RH for regular female employees. 5. Earned leave: 10 Days for teaching staff and 20 days for nonteaching. A maximum of 300 days of Leaveencashed at the time of retirement. 6. Children's Education Allowance: Rs 13500/- per year per school going child 7. Group Insurance Scheme: Premium of Rs 60/- per month and Rs.500000/- (Five Lakh) on death. 8. Loan: Loan for the purchase of a Scooter/Car/Computer and House Building Advance (HBA) 9. Wheat Advance Loan (for D-group staff only): A maximum of Rs 18000/- interest-free every year. 10. Leave Travel Concession: Each employee is granted a month's salary(Basic + DA) every four years for the tour with family. 11. Duty leave is granted to the teacher for various duties. 12. Ex-gratia Scheme 13.Provident Fund- Two schemes are prevalent in this head: -General Provident Fund for the employees who joined service up to 31-12-2005. New Pension Scheme for the employees who joined service w.e.f. 01-01-2006. 14.Annual Increments are given as per policy.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

00

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	*View File*

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

13

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	*View File*
Details of teachers attending professional development programmes during the year (Data Template)	*View File*

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

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. Every year teachers

are required to fill out an ACR for giving information regarding classes, new teaching methods, Research work, Research Papers, In-Service training, extra classes for students; Contributions to the college activities, no. of days spent in admission, teaching, evaluation, examination work, etc. In addition, teachers are also required to minimum score (API Score) spreading over three categories for promotion under the CAS scheme of the UGC and affiliating universities. The IQAC of the college does this evaluation. The same is sent to the DGHE, Haryana for approval of senior and selection grades of the teachers. The college follows the guidelines of UGC and the Haryana Govt. about the Performance Appraisal System for teaching and non-teaching staff. Non-Teaching Staff members are assessed through ACRforms which contain a brief duty performed, proficiency in typewriting, knowledge, skills dealing with account matters, Acquaintances with rules and orders, etc. Firstly ACR is filled by employees and then it is approved by the principal.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The mechanism for the audit is as per the directions and guidelines of the UGC and the higher education department. The college has a committee for internal audits. Internal Audit: The college bursar conducts an internal audit of the institution. The bursar examines and confirms all transaction vouchers in light of the approved budget and the availability of the college's finances. The chairperson of the buying committee and the college's bursar maintain a close eye on the procurement procedure. Also, at the conclusion of each fiscal year, the principal appoints stock verification committees to inspect and validate the available stock and also suggests the writing of the unusable stock. The cashbook prepared by office staff isreviewed by the bursar and countersigned by the principal. 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

the Institution. Different Govt. Grants are Office Expenses(O.E),
Women Empowerment Scheme under Women Cell, Placement Cell, Earn
While You Learn, Material & Supplies(M&S), and Lab Up-gradation
Grant. This year noexternal audits are conducted. The last
external audit was conducted in 2016.

File Description	Documents
Paste link for additional information	nil
Upload any additional information	No File Uploaded

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

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

00

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The main source of funding for college is the grant provided
through DHE and the funds/fees collected by the students. The
amount of money collected from students as the annual fees are
used to meet the expenditure of routine work of the college. The
college ensures proper utilization of resources through the
combined efforts of the Principal, bursar, convener of the
concerned committee, and all the staff members of the college. The
Library Committee consists of the library in charge and other
teaching staff members. Library grant is divided among journals,
books, newspapers, magazines, and basic infrastructure. 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 the bursar.
The minutes of that meeting and the distribution of the grant is

prepared. The Placement Cell grant & women's cell is utilized by the committee constituted by the principal for organizing lectures and purchase of books. Sports grants and cultural grants are used by various sub-committees. For Purchasing material, More than three quotations are invited from different suppliers so that the lowest rate could be selected.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Several initiatives such as the introduction of an institutional academic calendar, feedback system (covering several aspects of the institution), and promotion of research, etc have been taken by the IQAC. IQAC regularly reviews the teaching-learning process, structures, and methodologies of operations and learning outcomes by holdings departmental meetings as well as through students' feedback. To achieve it the following measures are taken: 1. Teachers are encouraged to use ICT tools /smart classrooms for making the teaching-learning process interesting and interactive. All faculties prepare video lectures on their curriculum and upload them on youtube. Online classes were taken by faculty whenever the condition appears. 2. Subject societies organize events like quizzes and postermaking competitions. 3. IQAC holds departmental meetings, meeting with various incharge of women's cell, sports activities, HODs, NSS In-charge, and Placements Cell In-charge are held regularly to know about their activities calendar and its implementation in true spirits. 4. Activities register is properly maintained and checked by IQAC. IQAC performs academic audits. IQAC operates under the chairmanship of the Principal. The day-to-day functioning is undertaken by the Coordinators and members drawn from the faculty

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

A large number of efforts are made by the IQAC of college such as:
1.Lesson plan: The IQAC urges the instructors to plan their lessons in advance and carry them out effectively at the start of the semester. The lesson plans are implemented under the supervision and approval of IQAC. 2.Feedback: The IQAC has a thoughtful system in place for gathering input from various stakeholders as well as from students. Forenhancing the teaching-learning environment, the feedback is assessed when it is received. 3. All faculty members attended workshops, FDP, and different Training Courses. 4. Various extension lectures are arranged under Women Cell & Placement Cell. 5. Mentor-Mentee meeting is a regular feature 6. An english news paper 'The Tribune' has been started for students for reading. 7.Automation of Library: The college library is fully automated with SOUL software. 8. A platform for flag hosting is constructed in College. 9.Smart class: The concept of Smart class has been introduced in the college in order to enhance the quality culture in academics. At present threewi-fi-enabled smart classrooms are functioning in the college and all are insured by a reputed company.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	[View File](#)
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File](#)

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 year

Gender Equity: The college is an active promoter of gender equity initiatives with multiple activities related to gender sensitivity on campus. Girls have outnumbered the boys in the total strength of students and boys & girls equally participate in sports, cultural and extracurricular activities. Currently, college organised a Boys educational tour to Morni Hills, Panchkula on 13/02/2023 to14/02/2023. Women cell of the college organised three days workshop on Cooking for girl students from 15/12/2022 to 17/12/2022 to enhance their skills. Safety and security- Anti-ragging, discipline, sexual harassment, and women's cell committees are constituted to assist the college. Designated areas of campus and the surrounding areas are under continuous video surveillance for a zero-tolerance policy. Counseling- Mentor-Mentee groups are formed in the college for both boys and girls so that they can discuss their problems with the concerned teacher. The college has one counseling cell through which counseling of many students is done to solve their issues. Common Room- Girls students of the college have been provided with a spacious and comfortable girls' common room. The room has a sanitary napkin dispenser installed. A separate reading room is also maintained in the college for girls students.

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	a. Girls Common Room, Safety and Security

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy   Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

1. Solid Waste Management:- Awareness of the segregation of waste is created and blue, green, and red dust bins are used.The sweepers of the college are strictly directed to empty all the dustbins at least once a day. All the collected waste material is sent to the Municipal Collection Centre for appropriate disposal. 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. 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:- Not Exist 4. E-Waste ManagementThe college has adopted a proper mechanism to dispose of e-waste like obsolete computer systems including monitors,CPUs,printers, photocopiers, Floppies, CD/DVDs, keyboards, vacuum cleaners, etc. as prescribed by the state Govt. 5. Waste recycling system:- Waste is not recycled in this college. Total waste is disposed of by the municipal committee. 6. Hazardous chemicals and radioactive waste management:- No

laboratory of this college use any hazardous, radioactive chemical chemical. So solid waste management, liquid waste management, and E-waste management system are adopted in our college.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus   **A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **A. Any 4 or All of the above**

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**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts 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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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 200 words).

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 for the students. The College conducts neighborhood community activities through National Voting Day, Clean India Campaign, Rally on No Tobacco,Republic & Independence day celebrations, Yoga camp on Yoga day, Sadak Suraksha Yojana, Swachhatha Abhiyan through NSS, lectures on cruelty against animals, Indian Constitution Day Under Azadi ka Amrit Mahotsavetc. Through these activities, the students get socialized and learn to think beyond individual interests and for social welfare. The Extension activities conducted through NSS are useful in sensitizing a few social issues like the swachhta Abhiyan, etc. The objective of the NSSCamp organized by our College is to provide opportunities for the students to stay in the neighborhood community to understand rural/urban life, analyze their dynamics and observe the functioning of local Community and Voluntary organizations. Field surveys, group discussion, social interaction & cultural activities are some of the programs conducted during the camp.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The College believes in and promotes students' ethical and moral activities trying to add social values to society and grooming the student as responsible citizens of India. Women are the foundation of family, community, and society and play a key role in nation-building. Our college has young dynamic faculty having excellent knowledge of their field, a good academic record, and research exposure. They always try to inculcate scientific knowledge, development of entrepreneurial skills, and professional attitude in the students by organizing different extracurricular activities and extension activities. These activities are conducted under

NSS, Women Cell, Legal Cell, Red Ribbon Club, Red Cross, Drug Prevention Cell, legal literacy cell, etc. The activity under-extension activities range from Swachhta Abhiyan, Har Ghar Tiranga Under Azadi Ka Amrit- Mhotsav, plantation of medicinal plants at home by students to develop Poshan Vatika, Poster making on dietry chart for pregnant women, an extension lecture on Poshan Bhi, Padhai bhi on the occasion of the Poshan Mah, Rally on effect of crop residue burning, Quiz, poster making and slogan writing competition on Sadak Surksha Abhiyan, Awarness campain onCollection and disposal of SUP, celebrated national voting day for making voters aware, Blood donation campwere organized in college. The College aims at the students' comprehensive development through such activities and studies.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

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

File Description	Documents
Code of ethics policy document	View File
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 File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

College celebrates various national and cultural festivals by teaching them about the reason and significance of these festivals. Republic day (26th Jan.) - Although India attained independence in 1947 from the 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. Constitution Day(26th Nov.) is celebrated in the college as Sawidhan Diwas to commemorate the adoption of the Constitution of India.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

Title of the Practice: - 1. Women Empowerment Objectives: - Women's Awareness of their rights and opportunities, Promotion of Gender Equality. The Context: - Evidence of Practices: 1. organisation of various competitions for girl students from 13/08/2022 to 15/08/2022. 2.Three -Day Workshop on Cooking Skills from 15/12/2022 to 17/12/2022 for girl students .An extension lecture on E-Karma Project of govt. was organized on 21/09/2022. 3. Two day Workshop on Financial Managment from 27/03/2023 to 28/03/2023. Problems Encountered and Resources Required: - Marriage issues, lack of awareness, agriculture, and domestic burden. 2. Second Best Practice: Mentor-Mentee Group Objectives of

the Practice: - Encourage the students to discuss their problems with the teacher and escape from suffering in college by any problem. 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. Evidence of Success: - Students are full of confidence and also perform their social responsibilities The environment of the college campus is friendly. Problems Encountered and Resources Required: - The hesitation of students in sharing their problems

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The very establishment of a 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 the College, the College has paid specific attention to its long-term growth and planned progress. The College has been specifically enlisting the support of local Public Representatives and the 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 students showed remarkable growth in different sports and cultural activities. College table tennis team participated in Inter college Championship and won bronze medal and in single player game won gold medal on 13/12/2022. College team won gold medal in inter college Wrestler Championship held at C.R. Jat College, Hisar on 27/12/2022. ???????The college won 3rd prize in poetry at internationally recognised event Ratanawali at Kurukshetra University , Kurukshetra.

Part B
CURRICULAR ASPECTS
1.1 - Curricular Planning and Implementation
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Being an affiliate of GJU S&T, Hisar, our college follows thecurriculum designedby the university. However, diligent work has been done to create a learning environment that gives students the most chance to study multidisciplinary courses while adhering to university and government regulations. College executes the various action plans for effective curriculum delivery which are as follows: 1. The Internal Quality Assurance Cell (IQAC) is fully operational for strict implementation of the curriculum provided by the university. 2. At the beginning of the new academic session i.e. July of this year, the Principal of the College calls the staff council meeting to prepare broad guidelines and frameworks to suit the requirements of different courses at the departmental level. During the College council meeting, admission committees of conveners and members are constituted for Parts I, II & III of art, science and commerce to smoothen the admission process.In the meetings, societies and committees are formed for extracurricular activities. 3. Time table committee prepares the timetable by considering infrastructural and laboratory requirements. For thesuccessful completion of syllabi, all teaching faculty prepare a lesson plan. 4. The College library & Laboratory is regularlyupdated according to curriculum requirements. 5. IQAC also takes feedback from students and teachers regarding curriculum delivery and takes remedial action whenever required.The principal frequently examines the teacher's lesson plans and attendance register. Assignments, assessments, and exams are held in accordance with the academic schedule proposed by university.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	[Nil](Nil)

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The IQAC prepares the academic calendar of the college which is in line with the academic calendar received from G.J.U. S & T, Hisar, and i.e. the conduct of the continuous internal evaluation. The commencement curriculum, internal exam schedules, term-end exam dates, and potential dates for practical and theoretical tests are all listed in the academic calendar. Prior to each academic session, the college website is updated with all relevant information on the academic calendar, assessments and internal procedures. Notice about all activities is timely displayed on the college notice board. Convener of different Committees and head of the department prepare an outline of the activities to be organized for managing the teaching time and organize them in the best possible way. Student assessment test/assignment/presentation marks are shared with the students by the respective teacher and uploaded on the website. Practical examinations of the all practical subjects i.e. Science, some departments of Arts and Humanities and others are conducted within the time frame given by university. An examiner for practical examination is appointed well in advance from one of these departments whose college office makes all necessary arrangements for the smooth conduct of the exams. Results for practical exams are prepared well in time and uploaded on online portal of university.The college uses a range of quick quizzes, assignments, case studies, etc. as part of its effective continual internal evaluation system.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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 year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

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

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

04

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	[View File](#)
Institutional data in prescribed format (Data Template)	[View File](#)

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

01

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	[View File](#)
List of Add on /Certificate programs (Data Template)	[View File](#)

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

338

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs

during the year

338

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The University included a compulsory paper on Environmental Studies to make students aware of environmental issues, natural & biotic resources, pollution hazards and measures to deal with them. Plant Ecology in B.Sc Medical(Sem-2nd) to provide the students with the necessary knowledge about the environment. Economic Botany in B.Sc Medical(Sem- 5th sem.) to provide knowledge of plant parts and alkaloids used to cure various ailments. Environ- mental studies Advertising on of subject of B.Com 1st.Human Geography & Physical Geography is in Geography B.A. 2nd which provide knowledge about environmental degradation. Intro- duction to Psychology, applied psychology, social psychology, developmental psychology, and psychopathology are taught to help students understand human behavior and deal with their ethical issues, emotional values and motivational aspects of life. Gender Equity: Women Cell regularly organizes extension lectures & workshops to enhance sensitivity about gender issues and the overall development of girls. Some subjects like E-Commerce and Business ethics describe the professionally accepted standards of personal and human behavior at the workplace and guiding principles.Corporate Governance and Ethics, a postgraduate course in professional ethics offered by the institution, aims to provide students with a basic grasp of business ethics with the goal of instilling human values such as work ethics and marketing ethics.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

01

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

50

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	C. Any 2 of the above

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

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://gcnarnaund.ac.in/news_events_details?id=BTHkJEilXVk=

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

640

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

236

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Teachers adopt various methodologies i.e. classroom tests, assignments, presentations 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. Special measures for slow learners are to assess the nature of their problems and motivate them in a friendly way to reach their academic goals. Extra classes are taken to clear doubts. Poor performance due to frequent absenteeism is dealt with by informing their parents. All the faculty members are engaged in the tutorials. Advanced learners are encouraged to take up internships and additional online courses during semester breaks. The placement cell of the college organizes workshops and exhibitions for enhancing their skill. Intelligent/Meritorious students are 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 advanced learners.Students that are more advanced are encouraged and driven to demonstrate certain concepts to their peers.The college's annual award distribution function honors the best students and advanced learners with cash prizes, college colors, and a place on the honor roll in order to increase their motivation.

File Description	Documents
Link for additional Information	[nil](nil)
Upload any additional information	View File

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

Number of Students	Number of Teachers
963	36

File Description	Documents
Any additional information	View File

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

Experimental learning, participative learning, and problem-solving methodologies are used for enhancing their learning experiences. All the laboratories of college like the Physics lab, Psychology lab, Botany lab, Zoology lab, and Chemistry lab are well equipped to support the experimental learning of students. The College campus has a smart classroom for combining the traditional chalk and walk method with learning resources to make our teaching interesting and interactive. Computer education is compulsory for all students and the required number of desktop and computer labs are 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 class room sessions and searching answers from different sources. Increasing participation of students in extension activities, sports, cultural and inter-college competitions. NSS, Women Cell, Legal Literacy Cell, and placement cells organize several activities. Women's cell organizes events to bring about gender sensitization. It organizes various extension lectures, self-defense training and workshops for girl students.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	[nil](nil)

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

In the present scenario, Teaching is one of the most challenging professions as knowledge is changing and expanding rapidly and the latest technologies demand every teacher to learn the usage so that teaching can be better using these technologies. ICT-enabled teaching includes Wi-Fi-enabled Classrooms with LCD, Language Lab,Smart Classrooms, Elearning resources, audio-video facilities, and LCD screens. The Institution has a state of smart classrooms with ultra modern facilities that help to elaborate and evolve the social, scientific, and psychological levels of students and improve their intellectual behavior. ICT is the technology to transmit information using WiFi and audio-visual aids. 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 teachers to self-learning/her subject area. All faculty members are making videos and uploading them to youtube for giving e-content to students. Online classes were taken by faculty on zoom, google meet and google classroom to smoothening the teaching-learning process.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[nil](nil)

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

2.3.3.1 - Number of mentors

25

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

36

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	[View File](#)

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

14

File Description	Documents
Any additional information	[View File](#)
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	[View File](#)

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

2.4.3.1 - Total experience of full-time teachers

205.06

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college has followed a transparent and robust internal assessment system. Criteria for M.Com Each paper has a Maximum Marks of 100 in the ratio of 60% external and 40% internal.The grade awarded to a student in any particular course/paper will be based on the performance of the student in minor tests, attendance, and cocurricular activities (assignment, viva-voce, presentations, group discussions, quizzes, etc.) and external major tests (End Semester examination) conducted at the end of the semester. The distribution of the weightage of marks will be as under: Minor Tests 15marks Attendance & Co-curricular Activities 25marks (5marks for attendance). As per GJU S&T, HISAR, internal assessment is 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) Many innovative methods like presentations, group discussions, and debates are used to assess students' communication skills, clarity of concepts, and learning abilities. Internal assessment is shared with students before submitting them to the internal assessment committee so that grievances can be solved timely.

File Description	Documents
Any additional information	View File
Link for additional information	nil

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

As the college is affiliated with 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 center for online exams and one coordinator, clerk, and peon are appointed for this. Other examination-related grievances like the non-availability of question papers on time and delay in reliving question papers are handled by the college in cooperation with the GJU exam branch. The internal assessment committee handles all the complaints of students regarding internal assessment. All the grievances like the non-availability of internal assessment records of students the difference in university-awarded marks, and originally awarded marks by the teacher are solved by the committee by sending the list of originally awarded marks with the application of complaint to the university for necessary action. All examination relation grievances except non-receipt of internal assessment and conduct of exam center are dealt with by the university exam branch. College timely conduct practical examinations in the presence of a university-appointed external examiner unsensed students' practical marks.

File Description	Documents
Any additional information	View File
Link for additional information	nil

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.

The college website, as well as the 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 induction programs, and

mentor classes. The academic calendar of the college provides a broad schedule for the college curricula.The weekly Lesson plan of all courses is also uploaded on the college website and displayed on the notice board that teachers follow strictly for completing the course. At the beginning, the teacher explains program outcomes and 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 them what they will gain through different Subjects.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	nil
Upload COs for all courses (exemplars from Glossary)	View File

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

College uses direct and indirect methods for evaluating the attainment of program and course outcomes. At the end of the semester, course outcomes of students are evaluated by the university through semester-end examinations 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 toward 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. The level of course outcome attainment is measured by comparing the pass percentage of college students with a pass percentage. 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, As the college is newly established and in rural areas still, the college is trying to improve its program and course outcome. Extracurricular activities like Talent search and Athlete meet were organized in the college in this year.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

146

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://gcnarnaund.ac.in/news_events_details?id=BTHkJEilXVk=

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 year (INR in Lakhs)

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

00

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	[View File](#)

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

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

`00`

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

`00`

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

02

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

00

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	View File

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 year

The college conducted a 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 student's academic learning experiences and inculcate the values and skills in them. These activities are conducted under NSS, the Women's cell and the Red Cross club committee. Under the National Service Scheme, various extension activities are organized for sensitizing the students towards various social issues. Various extensions and outreach programs were conducted in and outside the college including Swachhta Bharat Abhiyan,

Seven Day NSS Camp, Clean India Campaign, Rally on No Tobacco, etc. NSS organized an Extension Lecture on awarness about Road Safety Signs, Poshan Bhi Padhayi bhi, oral health and personality Development of students to touch the parameters of success.Other Events like an Oral Health Camp, lectures on First aid and Food Safety, Rangoli making, salogen writing, Speech competitions and quizs were held under various schemes like Sadak Surksha Abhiyan.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

00

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	[View File](#)
e-copy of the award letters	**No File Uploaded**

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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., during the year

20

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

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., during the year

1216

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

01

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

`00`

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	[View File](#)

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.

The College offers appropriate spaces for both academic and practical classes. The campus is spread over an area of 13.125 Acres. The information about the facilities is provided below: The institution includes 18 well-equipped, well-ventilated classrooms that are spacious and well-equipped for conducting theoretical and practical lessons to meet the needs of about 850 students. There are two blocks of teaching. 1. Arts and Commerce Block 2. Science Block. Laboratories: For completing curriculum-oriented lab practicals, all 10 laboratories (Physics, Chemistry, Botany, Zoology, Biology, Computer Science, Geography, Psychology, and Mass communication) are well-equipped and well-maintained. All of the laboratories were built in accordance with affiliating university and Haryana Government standards and have all necessary safety features. Technology-enabled Teaching and Learning: The college has smart classrooms, Video Conferencing Rooms, Digital Podium rooms,computers, and other ICT-enabled equipment in its smart classrooms. Two computer laboratories having 32 HP desktops with fully functional software are available on the campus. Library: The college has well equipped central library with textbooks, magazines, newspapers, etc. The college library provides a Book Bank facility where students can borrow books. The college has one Girls common room for girls, 1 N.S.S., 1 Woman cell Room, 1 RTI, Placement cell Room, NAAC, IQAC,

Registrar, Bursar, Library and Staff room.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

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. The 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 and Carom board are well flourished on the campus. The college has different sports items like multipurpose gum, javelin, hammer, shotput, 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 for students. 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 a "Talent Hunt" for the fresher and a "Sargam" program in which students participate in different activities like dance, singing, poetry, mimicry & skit. Talent search was organized on 15/10/2022 and Athelete meet was held on 17 Feb. 2023 in which 73 students took part in various games.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

09

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

09

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

17.13

File Description	Documents
Upload any additional information	[View File](#)
Upload audited utilization statements	[View File](#)
Upload Details of budget allocation, excluding salary during the year (Data Template)	[View File](#)

4.2 - Library as a Learning Resource

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

The library of our college is 1176.86sq. ft. The library is well equipped with proper sitting arrangements for students and teachers, a lighting facility, and a Full ventilation system. The total no. of books available is nearly 4598and at present, an integrated library management system has been completed in the library. SOUL 2.0 software is installed in the library for automation.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**D. Any 1 of the above**

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

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

1.90

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

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

10

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college has two well-equipped computer labs in which most computers are connected to broadband and is open throughout working hours for students and staff. DGHE installed Wifi in the college whose speed is 1000 MBPS and students can access 100 MB per day. All classrooms of the new block are connected with a leased line facility. Computer systems are upgraded periodically and necessary software like MS Windows, MS Office, Internet explorer, UBUNTU, CCompiler, SQLite, And Packet Tracker Software are installed and updated as and when needed. Computer department of the college update from time to time the website of the college. A Lab Attendant has been appointed to care for the repair, maintenance, and updatingof labs. The college has one smart classroom for use in the teaching and learning process. The college has one virtual classroom and a video conferencing room.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

32

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

23.38

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	[View File](#)
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

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.

The administrator has constituted some committees for 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. Laboratory requirements are met through proper channels by the convener of the related laboratory. The college has one convener and some members in the library committee so all concerns regarding the purchase, up-gradation, and issues of the facilities are decided by this committee. Likewise, gardening work is taken by specialized personnel under the supervision of the gardening committee and Eco club. The college has a 30kVA Silent generator, which is smoothly maintained by one of the non-teaching staff. There is different committee e.g. Anti-ragging Cell, anti-Sexual

Harassment Cell, Grievance Committee, and Mentors for solving the issues or complaints received in the complaint box. The infrastructure committee goes through the complaints, suggestions, and feedback ontheir monthly meetings. For any major construction or renovation, the committee forwards a proposal to DGHE, Panchkula through the Principal for necessary action. Computing facilities are catered to by the Computer Committee. The HOD of the sports department guides the utilization of sports facilities.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

425

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

OO	

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	[View File](#)

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	[View File](#)

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

511

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

511

File Description	Documents
Any additional information	[View File](#)
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

| 5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees | A. All of the above |

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

04

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

25

File Description	Documents
Upload supporting data for student/alumni	*View File*
Any additional information	**No File Uploaded**
Details of student progression to higher education	**No File Uploaded**

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

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) during the year

00

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

5.3.1 - 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) during the year

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) during the year.

03

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	*View File*
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	*View File*

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)

The student elections are not a regular practice afterwards the session 2019-2020. The college has active IQAC which gives final shape to various academic & administrative activities. Students are involved in IQAC to make important decisions. The student council also supports the management and staff in developing the institution. The student council works as a voice for students on their concerns and works actively to solve their matters. Students take actively participation in the admission process, filling out examination forms under Earn While Learn Scheme, NSS students actively participate in organizing different functions and student council suggestions are also considered in academics and other committee decisions. Students are also members of various committees of the college like eco-club, culture, entrepreneurship Club, etc.The best Volunteers/cadets of NSSare honored in the annual function to encourage and motivate other students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

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

13

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	<u>View File</u>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<u>View File</u>

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

An Alumni Association is the reflection of its past, a 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 placement of the students in their organization and also provides funds for the development of the institution so it is a win-win situation for the college and the alumni.Every Year, an alumni meet is organized, two alumni has been organized. Now registration of the Alumni association with the name" Suhani Yaadein" is done and definitely in the future alumni will contribute to the betterment of the college.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**A. ? 5Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

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

The Principal of the college has complete freedom to function independently of the vision and mission of the college. The Principal of the college is the head of the institution and ensures that all provisions of the university by-laws, statutes, and regulations are observed. The staff council is an important platform for formal interaction between principals and faculty. The staff council committee holds regular meetings with the principal to discuss the needs for infrastructure, manpower, and developmental plans for the smooth running of the academic session. The Principal of the college works through different committees and cells comprising teaching and non-teaching staff. IQAC maintains a 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 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 the curriculum, and a continuum of teaching and learning processes.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	**No File Uploaded**

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

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 the admission committee, timetable committee, property, culture, 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) and IQAC supervise the functioning of these Committees. All the committees are required to give a detailed report of the events organized by them including feedback from 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. All committees perform their activities independently. Some of the major committees are: admission committee, bursar, IQAC, NAAC, college council, grievance redressal committee, purchase committee, sports board, and library committee. So overall college has approximately 86 committees in which faculty members work for the smooth running of the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution is a state government institute and most of the strategic plans are formulated by the top level (secretariat of higher education of Haryana and directorate of higher education). The following are the plans for inclusion in the plan: • To fix the academic calendar, • 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. • Procurement of books, journals, furniture, and modernization of the Reading Room. • Allotment of the budget for maintenance of labs, classrooms, gardens, and other utility sections on the college campus.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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.

Govt. College Narnaund works under the guidance of Guru Jambheshawar University of Science & Technology, Hisar and its Governing Body (GB) is the 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. The service rules of the Principal, teaching, and non-teaching staff are determined by Haryana CivilServices Rules - 2016 (HCS-2016) implemented by Govt. of Haryana. Procedures: All procedures related to admissions, recruitment, leave, promotion, purchase of equipment and other objects, and construction for augmenting the infrastructure of the college are followed as per UGC, Guru Jambheshawar University of Science & Technology, and the Govt. of Haryana. Recruitment: The recruitment procedure is performed by the Haryana Public Service Commission (HPSC), Panchkula. Every Year API(Academic Performance Indicators)and ACR(Annual Confidential Report) are filled by faculty members for their promotion. Grievance Redressal Mechanism: The college hasa Grievance redressal committee to address the grievances of all stakeholders.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Being Haryana Government Maintained Institution, the college has provision for the following welfare measures for teaching and nonteaching staff: 1. Medical leave: 10 Days for regular non-teaching staff members. 2. Medical Reimbursement 3. CCL: maximum of 2 years or 720 days up to the age of 18 years of a child. 4. Casual leave/ Restricted Holidays: 10 Days CL and 3 RH for regular male employees and 20 Days CL and 3 RH for regular female employees. 5. Earned leave: 10 Days for teaching staff and 20 days for nonteaching. A maximum of 300 days of Leaveencashed at the time of retirement. 6. Children's Education Allowance: Rs 13500/- per year per school going child 7. Group Insurance Scheme: Premium of Rs 60/- per month and Rs.500000/- (Five Lakh) on death. 8. Loan: Loan for the purchase of a Scooter/Car/Computer and House Building Advance (HBA) 9. Wheat Advance Loan (for D-group staff only): A maximum of Rs 18000/- interest-free every year. 10. Leave Travel Concession: Each employee is granted a month's salary(Basic + DA) every four years for the tour with family. 11. Duty leave is granted to the teacher for various duties. 12. Ex-gratia Scheme 13.Provident Fund- Two schemes are prevalent in this head: -General Provident Fund for the employees who joined service up to 31-12-2005. New Pension Scheme for the employees who joined service w.e.f. 01-01-2006. 14.Annual Increments are given as per policy.

File Description	Documents
Paste link for additional information	<u>Nil</u>
Upload any additional information	**No File Uploaded**

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

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File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<u>View File</u>

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

00

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

13

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

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. Every year teachers are required to fill out an ACR for giving information regarding classes, new teaching methods, Research work, Research Papers, In-Service training, extra classes for students; Contributions to the college activities, no. of days spent in admission, teaching, evaluation, examination work, etc. In addition, teachers are also required to minimum score (API Score) spreading over three categories for promotion under the CAS scheme of the UGC and affiliating universities. The IQAC of the college does this evaluation. The same is sent to the DGHE, Haryana for approval of senior and selection grades of the teachers. The college follows the guidelines of UGC and the Haryana Govt. about the Performance Appraisal System for teaching and non-teaching staff. Non-Teaching Staff members are assessed through ACRforms which contain a brief duty performed, proficiency in typewriting, knowledge, skills dealing with account matters, Acquaintances with rules and orders, etc. Firstly ACR is filled by employees and then it is approved by the principal.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The mechanism for the audit is as per the directions and guidelines of the UGC and the higher education department. The college has a committee for internal audits. Internal Audit: The college bursar conducts an internal audit of the institution. The bursar examines and confirms all transaction vouchers in light of the approved budget and the availability of the college's finances. The chairperson of the buying committee and the college's bursar maintain a close eye on the procurement procedure. Also, at the conclusion of each fiscal year, the principal appoints stock verification committees to inspect and validate the available stock and also suggests the writing of the unusable stock. The cashbook prepared by office staff isreviewed by the bursar and countersigned by the principal. 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 the Institution. Different Govt. Grants are Office Expenses(O.E), Women Empowerment Scheme under Women Cell, Placement Cell, Earn While You Learn, Material & Supplies(M&S), and Lab Up-gradation Grant. This year noexternal audits are conducted. The last external audit was conducted in 2016.

File Description	Documents
Paste link for additional information	nil
Upload any additional information	**No File Uploaded**

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

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

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File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The main source of funding for college is the grant provided through DHE and the funds/fees collected by the students. The amount of money collected from students as the annual fees are used to meet the expenditure of routine work of the college. The college ensures proper utilization of resources through the combined efforts of the Principal, bursar, convener of the concerned committee, and all the staff members of the college. The Library Committee consists of the library in charge and other teaching staff members. Library grant is divided among journals, books, newspapers, magazines, and basic

infrastructure. 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 the bursar. The minutes of that meeting and the distribution of the grant is prepared. The Placement Cell grant & women's cell is utilized by the committee constituted by the principal for organizing lectures and purchase of books. Sports grants and cultural grants are used by various sub-committees. For Purchasing material, More than three quotations are invited from different suppliers so that the lowest rate could be selected.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File]()

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

Several initiatives such as the introduction of an institutional academic calendar, feedback system (covering several aspects of the institution), and promotion of research, etc have been taken by the IQAC. IQAC regularly reviews the teaching-learning process, structures, and methodologies of operations and learning outcomes by holdings departmental meetings as well as through students' feedback. To achieve it the following measures are taken: 1. Teachers are encouraged to use ICT tools /smart classrooms for making the teaching-learning process interesting and interactive. All faculties prepare video lectures on their curriculum and upload them on youtube. Online classes were taken by faculty whenever the condition appears. 2. Subject societies organize events like quizzes and postermaking competitions. 3. IQAC holds departmental meetings, meeting with various incharge of women's cell, sports activities, HODs, NSS In-charge, and Placements Cell In-charge are held regularly to know about their activities calendar and its implementation in true spirits. 4. Activities register is properly maintained and checked by IQAC. IQAC performs academic audits. IQAC operates under the chairmanship of the Principal. The day-to-day functioning is undertaken by the Coordinators and members drawn from the faculty

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

A large number of efforts are made by the IQAC of college such as: 1.Lesson plan: The IQAC urges the instructors to plan their lessons in advance and carry them out effectively at the start of the semester. The lesson plans are implemented under the supervision and approval of IQAC. 2.Feedback: The IQAC has a thoughtful system in place for gathering input from various stakeholders as well as from students. Forenhancing the teaching-learning environment, the feedback is assessed when it is received. 3. All faculty members attended workshops, FDP, and different Training Courses. 4. Various extension lectures are arranged under Women Cell & Placement Cell. 5. Mentor-Mentee meeting is a regular feature 6. An english news paper 'The Tribune' has been started for students for reading. 7.Automation of Library: The college library is fully automated with SOUL software. 8. A platform for flag hosting is constructed in College. 9.Smart class: The concept of Smart class has been introduced in the college in order to enhance the quality culture in academics. At present threewi-fi-enabled smart classrooms are functioning in the college and all are insured by a reputed company.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality	D. Any 1 of the above

audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	[View File](#)
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File](#)

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 year

Gender Equity: The college is an active promoter of gender equity initiatives with multiple activities related to gender sensitivity on campus. Girls have outnumbered the boys in the total strength of students and boys & girls equally participate in sports, cultural and extracurricular activities. Currently, college organised a Boys educational tour to Morni Hills, Panchkula on 13/02/2023 to14/02/2023. Women cell of the college organised three days workshop on Cooking for girl students from 15/12/2022 to 17/12/2022 to enhance their skills. Safety and security- Anti-ragging, discipline, sexual harassment, and women's cell committees are constituted to assist the college. Designated areas of campus and the surrounding areas are under continuous video surveillance for a zero-tolerance policy. Counseling- Mentor-Mentee groups are formed in the college for both boys and girls so that they can discuss their problems with the concerned teacher. The college has one counseling cell through which counseling of many students is done to solve their issues. Common Room- Girls students of the college have been provided with a spacious and comfortable girls' common room. The room has a sanitary napkin dispenser installed. A separate reading room is also maintained in the college for girls students.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	a. Girls Common Room, Safety and Security

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

1. Solid Waste Management:- Awareness of the segregation of waste is created and blue, green, and red dust bins are used.The sweepers of the college are strictly directed to empty all the dustbins at least once a day. All the collected waste material is sent to the Municipal Collection Centre for appropriate disposal. 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. 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:- Not Exist 4. E-Waste ManagementThe college has adopted a proper mechanism to dispose of e-waste like obsolete computer systems including monitors,CPUs,printers, photocopiers, Floppies, CD/DVDs, keyboards, vacuum cleaners, etc. as prescribed by the state Govt. 5. Waste recycling system:- Waste is not recycled in this college. Total waste is

disposed of by the municipal committee. 6. Hazardous chemicals and radioactive waste management:- No laboratory of this college use any hazardous, radioactive chemical chemical. So solid waste management, liquid waste management, and E-waste management system are adopted in our college.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 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**	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	[View File]
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	[View File]

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts 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	A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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 200 words).

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 for the students. The College conducts neighborhood community activities through National Voting Day, Clean India Campaign, Rally on No Tobacco,Republic & Independence day celebrations, Yoga camp on Yoga day, Sadak Suraksha Yojana, Swachhatha Abhiyan through NSS, lectures on cruelty against animals, Indian Constitution Day Under Azadi ka Amrit Mahotsavetc. Through these activities, the students get socialized and learn to think beyond individual interests and for social welfare. The Extension activities conducted through NSS are useful in sensitizing a few social issues like the swachhta Abhiyan, etc. The objective of the NSSCamp organized by our College is to provide opportunities for the students to stay in the neighborhood community to understand rural/urban life, analyze their dynamics and observe the functioning of local Community and Voluntary organizations. Field surveys, group discussion, social interaction & cultural activities are some of the programs conducted during the camp.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The College believes in and promotes students' ethical and moral activities trying to add social values to society and grooming the student as responsible citizens of India. Women are the foundation of family, community, and society and play a key role in nation-building. Our college has young dynamic faculty having excellent knowledge of their field, a good academic record, and research exposure. They always try to inculcate scientific knowledge, development of entrepreneurial skills, and professional attitude in the students by organizing different extracurricular activities and extension activities. These activities are conducted under NSS, Women Cell, Legal Cell, Red Ribbon Club, Red Cross, Drug Prevention Cell, legal literacy cell, etc. The activity under-extension activities range from Swachhta Abhiyan, Har Ghar Tiranga Under Azadi Ka Amrit- Mhotsav, plantation of medicinal plants at home by students to develop Poshan Vatika, Poster making on dietry chart for pregnant women, an extension lecture on Poshan Bhi, Padhai bhi on the occasion of the Poshan Mah, Rally on effect of crop residue burning, Quiz, poster making and slogan writing competition on Sadak Surksha Abhiyan, Awarness campain onCollection and disposal of SUP, celebrated national voting day for making voters aware, Blood donation campwere organized in college. The College aims at the students' comprehensive development through such activities and studies.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers,	**A. All of the above**

administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	[View File](#)
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 File](#)
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

College celebrates various national and cultural festivals by teaching them about the reason and significance of these festivals. Republic day (26th Jan.) - Although India attained independence in 1947 from the 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. Constitution Day(26th Nov.) is celebrated in the college as Sawidhan Diwas to commemorate the adoption of the Constitution of India.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Title of the Practice: - 1. Women Empowerment Objectives: - Women's Awareness of their rights and opportunities, Promotion of Gender Equality. The Context: - Evidence of Practices: 1. organisation of various competitions for girl students from 13/08/2022 to 15/08/2022. 2.Three -Day Workshop on Cooking Skills from 15/12/2022 to 17/12/2022 for girl students .An extension lecture on E-Karma Project of govt. was organized on 21/09/2022. 3. Two day Workshop on Financial Managment from 27/03/2023 to 28/03/2023. Problems Encountered and Resources Required: - Marriage issues, lack of awareness, agriculture, and domestic burden. 2. Second Best Practice: Mentor-Mentee Group Objectives of the Practice: - Encourage the students to discuss their problems with the teacher and escape from suffering in college by any problem. 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. Evidence of Success: - Students are full of confidence and also perform their social responsibilities The environment of the college campus is friendly. Problems Encountered and Resources Required: - The hesitation of students in sharing their problems

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The very establishment of a 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 the College, the College has paid specific attention to its long-term growth and planned progress. The College has been specifically enlisting the support of local Public Representatives and the 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 students showed remarkable growth in different sports and cultural activities. College table tennis team participated in Inter college Championship and won bronze medal and in single player game won gold medal on 13/12/2022. College team won gold medal in inter college Wrestler Championship held at C.R. Jat College, Hisar on 27/12/2022. ???????The college won 3rd prize in poetry at internationally recognised event Ratanawali at Kurukshetra University , Kurukshetra.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	[View File](#)

7.3.2 - Plan of action for the next academic year

Action Plan for Next Academic Year: 1. Increase the books and magazines in the library, 2. Organize more extension lectures, and quizzes under the banner of women's cell and NSS. 3. Organize national-level seminars and workshops for enhancing the knowledge of teaching faculty. 4. Organize various personality development and competitive examination workshop under the placement cell. 5. Organize different extension activities underthe subject societiesof the college. So, overall improvement of teaching-learning quality is the main motive of this college.