



# **YEARLY STATUS REPORT - 2020-2021**

## **Part A**

### **Data of the Institution**

#### **1.Name of the Institution**

**GOVERNMENT COLLEGE BHATTU KALAN**

• Name of the Head of the institution **MAHENDER PARDEEP**

• Designation **Principal**

• Does the institution function from its own campus? **Yes**

• Phone no./Alternate phone no. **01667253479**

• Mobile No: **9416336336**

• Registered e-mail **gcbhattukalan@gmail.com**

• Alternate e-mail **IQACGCBHATTUKALAN@GMAIL.COM**

• Address **AADAMPUR ROAD, BHATTU KALAN**

• City/Town **FATEHABAD**

• State/UT **Haryana**

• Pin Code **125053**

#### **2.Institutional status**

• Type of Institution **Co-education**

• Location **Rural**

• Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **Chaudhary Devi Lal University,  
Sirsa Haryana**
- Name of the IQAC Coordinator **Sh. Dinesh Kumar**
- Phone No. **01667253479**
- Alternate phone No. **01667252219**
- Mobile **9896165033**
- IQAC e-mail address **IQACGCBHATTUKALAN@GMAIL.COM**
- Alternate e-mail address **gcbhattukalan@gmail.com**

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

<http://gcbhattu.edu.in/MenuData?Menu=d5jo6AxztEo=>

**4. Whether Academic Calendar prepared  
during the year?**

**Yes**

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

<http://gcbhattu.edu.in/MenuData?Menu=d5jo6AxztEo=>

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>C+</b>	<b>63.75</b>	<b>2003</b>	<b>21/03/2003</b>	<b>20/03/2008</b>
<b>Cycle 2</b>	<b>B</b>	<b>2.24</b>	<b>2016</b>	<b>25/05/2016</b>	<b>24/05/2021</b>

**6. Date of Establishment of IQAC**

**03/02/2021**

**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
HIGHER EDUCATION	EARN WHILE YOU LEARN	DGHE	2020-21	80000
HIGHER EDUCATION	SPORTS	DGHE	2020-21	50000
HIGHER EDUCATION	EXTENSION LECTURE GRANTS & LA	DGHE	2020-21	4600000
HIGHER EDUCATION	COMPUTER INSTRUCTOR	DGHE	2020-21	1332100
HIGHER EDUCATION	LIBRARY GRANT	DGHE	2020-21	350000

**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** **06**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

**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. IQAC motivated the students to learn through online platforms..
2. Students are motivated for participation in cultural/co-curricular activities through online mode.
3. Teaching staff was

motivated for participation in online/offline orientation/Refresher/STC/Workshop Training/Programmes 4. Students and Staff members were motivated for getting vaccine to fight against covid-19. 5. Teachers are asked to adopt online platforms for online classes during COVID19.

**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**

Plan of Action	Achievements/Outcomes
TO IMPROVE COLLEGE ATMOSPHERE	Online classes were conducted on various online platforms like you tube, google meet, zoom, whatsapp etc to mitigate the adverse effect of covid-19.. Offline classes were conducted to clear doubts. Teachers attended online STC, RC, OC, FDP, Seminar, workshop, conferences. Etc.

**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

<b>1.Name of the Institution</b>	GOVERNMENT COLLEGE BHATTU KALAN
• Name of the Head of the institution	MAHENDER PARDEEP
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01667253479
• Mobile No:	9416336336
• Registered e-mail	gcbhattukalan@gmail.com
• Alternate e-mail	IQACGCBHATTUKALAN@GMAIL.COM
• Address	AADAMPUR ROAD, BHATTU KALAN
• City/Town	FATEHABAD
• State/UT	Haryana
• Pin Code	125053
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• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Chaudhary Devi Lal University, Sirsa Haryana
• Name of the IQAC Coordinator	Sh. Dinesh Kumar
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<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://gcbhattu.edu.in/MenuData?Menu=d5jo6AxztEo=">http://gcbhattu.edu.in/MenuData?Menu=d5jo6AxztEo=</a>
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://gcbhattu.edu.in/MenuData?Menu=d5jo6AxztEo=">http://gcbhattu.edu.in/MenuData?Menu=d5jo6AxztEo=</a>

**5.Accreditation Details**

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03/02/2021

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<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>	
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<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>1. IQAC motivated the students to learn through online platforms.. 2. Students are motivated for participation in cultural/co-curricular activities through online mode. 3. Teaching staff was motivated for participation in online/offline orientation/Refresher/STC/Workshop Training/Programmes 4. Students and Staff members were motivated for getting vaccine to fight against covid-19. 5. Teachers are asked to adopt online platforms for online classes during COVID19.</p>		
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13. Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Nil	Nil
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-21	31/12/2021
15. Multidisciplinary / interdisciplinary	
16. Academic bank of credits (ABC):	
17. Skill development:	
18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):	



**20.Distance education/online education:****Extended Profile****1.Programme**

1.1

03

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

File Description	Documents
Data Template	<a href="#">View File</a>

**2.Student**

2.1

1037

Number of students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2

212

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

File Description	Documents
Data Template	<a href="#">View File</a>

2.3

292

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

**3.Academic**

3.1

24

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	00
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1	16
Total number of Classrooms and Seminar halls	
4.2	13,55,466
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	64
Total number of computers on campus for academic purposes	

<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curricular Planning and Implementation</b>	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>The college has a well defined mechanism for curriculum delivery and documentation. The curriculum scheme is decided by the affiliating university C.D.L.U., Sirsa through comprehensive discussion with subject experts in the meetings of the Board of Studies. The curriculum delivery is planned before the commencement of regular studies through weekly lesson plans ensuring optimum spacing of syllabus in study days. The lesson plans are so devised that an exhaustive coverage of syllabus can be ensured. The teachers discuss with students the concepts related to syllabus units and provide them the relevant current information. The students are encouraged to ask questions and provide their inputs to the teachers for effective delivery of curriculum subject matters. The teachers also ask questions from them to get immediate and effective feedback of what they are</p>	

teaching. The optimum use of ICT through audio-videos, smart class rooms, language labs, compulsory computer awareness classes has been well integrated in the process of curriculum delivery. Not only this, students have been given opportunities to prepare and speak on the topics which are in their syllabus through seminars, oral presentation of assignments, group discussions and active class participation. Students are also encouraged to refer to the standard prescribed texts written by the renowned scholars of the respective subjects. They are also provided the written handouts and other study material for ready reference. In the practical subjects, they have been given thorough grounding in the prescribed syllabus units. The concerned teachers also ensure that the students develop in themselves a scientific temper and an acumen to understand the concepts by doing practical's. The teachers plan assignments and class tests in such a manner which not only provides comprehensive coverage of syllabus but is also helpful to students in their semester exams. The college has undoubtedly a mechanism for the well planned curriculum delivery. The documentation of curriculum delivery mechanism is ensured through providing weekly lesson plans for the whole semester for the knowledge of students and for their effective feedback. The teachers also make the students aware of their plan of lesson delivery not only in the beginning of the semester but also time to time during regular classes. They know beforehand the practical to be conducted during the semester. On the whole the college is conscientiously engaged in imparting education to students in their chosen field and in guiding students about how they can proceed further in their academics and career with the springboard of knowledge provided to them by the scholarly and efficient teachers of the college.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
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 college decides academic calendar in the beginning of each session in consonance with the affiliating university schedule and the norms of Higher Education Department of Government of Haryana. The academic calendar is adhered in the letter and spirit and it helps the students to know beforehand the schedule of their

studies and examination. They can space their prescribed subject matter throughout the studies days and can appear for examination with well planned preparation. The college has a structured mechanism for internal assessment of students. This is helpful in creating an efficient and effective continuous internal evaluation system in the college. The college monitors students' attendance, participation in class discussions, academic performance and presentation of the subject matter through this system. Class attendance, one class test and two assignments form the basis of twenty mark internal assessments of students. This criterion motivates students to attend their classes regularly and remain participative in the class discussions. The class test and assignments are so planned that a regular feedback of students' performance can be obtained. Moreover, an exhaustive coverage of syllabus given through this mechanism helps the students to perform better in final semester exams. Not only this, individual teachers give students opportunities to ask questions and make them answer the queries raised by teachers after or during the teaching of syllabi related subject matters. Class students are asked to present on the allotted topic as the part of oral assignment. Thus, overall the college helps the students to learn continuously during their classes and teachers provide the needed inputs to them.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
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**

**D. Any 1 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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

00

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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)

00

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

00

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

00

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

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

**Environment:** This subject is being taught in BA,B.COM,BSC in all six semesters.

It examines Human interaction with environment by studying different types of pollution, availability of natural resources and interrelationships of resource use, environmental issues and their linkages to human and society at large.

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	<a href="#">View File</a>

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

00

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
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)	<a href="#">View File</a>

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

00

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 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	E. None of the above
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File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

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

E. Feedback not collected

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

### 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

1240

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

##### 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

367



File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

Teacher-student interactions, reports of Class Assignments and class test, Viva-voce examinations, Practical, Seminars and attendance, enable effective assessment of learning levels of students. It help in identification of different levels of learners.

Special measures taken to support relatively slow learners are as follows

Assistance from classmates and senior students is arranged

Providing tutorial assignments

Providing extra reading material to improve basic understanding of subject

Encouraging them to study courses on developing soft skills to master understanding of language

Encouraging them to participate in various activities to develop social skills

File Description	Documents
Link for additional Information	Nil
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
1037	24

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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

For enhancing learning experiences the faculty members adopt many ways, for example, lecture method, interactive method, computer-assisted method, experiment method etc.

Teaching and learning activities are made effective by these practices. Many teachers use the conventional black-board presentation methods, especially in mathematics, commerce and economics, where they teach mathematics and statistics as numerical solving. Also, some teachers use power point presentations and computer-based materials. For, they use the lectures of you-tube to make learning interesting besides the conventional oral presenting methods.

Some Student centric methods are given below:

### Interactive methods

The faculty members make learning interactive with students by motivating student participation in group discussion, role-play, subject quiz, news analysis, educational games, discussion and questions and answers on current affairs, etc. Class room discussion in various topics are done under features. Especially, NSS, Political science department and hindi department organize interactive methods many times in a year.

### ICT Enabled Teaching:

ICT enabled teaching includes Wi-Fi enabled class rooms with LCD, Language Lab, Smart Class rooms, etc. The institution adopts modern pedagogy to enhance teaching-learning process. The institution has the essential equipments to support the faculty members and students.

### Experiential learning:

Experimental/Laboratory method is used in science subjects to acquaint the students with the facts through direct experience individually. Students verify the facts and laws of the subject with the help of experiments. Especially, the department of Chemistry, Physics, defence studies and Geography uses this method. Students take interest and learn things via experiential learning.

#### Student Seminars:

The Student seminars are organized where in the papers are presented by students on contemporary topics to enrich their learning experience. Especially, the department of commerce uses this method.

**Summer Internship Program:** The NSS Swachh Bharat Summer Internship is organized for NSS students. Only 50 student can participate in this program, where they learn about the importance of cleanliness. They do their job of 100 hours in the selected villages. No other academic Summer Internship Program is organized by the college except NSS.

#### Group Learning Method:

Group Learning method is now being adopted through whatsapp group. Student share their notes and study material through this method. Whatsapp group are made by an student or by the contract teacher. They share the information to each other.

#### Black-board presentation:

In this method, each student is given a certain question. And student has to solve this problem in the black-board. The department of mathematics this method.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://gcbhattu.edu.in/MenuData?Menu=d5jo6AxztEo%3d">http://gcbhattu.edu.in/MenuData?Menu=d5jo6AxztEo%3d</a>

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

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

Today, it is essential for the students to learn and master the latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with traditional mode of instruction to engage students in long term learning. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education.

The following tools are used by the Institute

#### ICT Tools:

1. Projectors- 08 projectors are available in different classrooms
2. Desktop and Laptops- Arranged at Computer Lab and Faculty cabins all over the campus.
3. Printers- They are installed at offices, HOD Cabins and all prominent places.
4. Photocopier machines - Multifunction printers are available at all prominent places in the institute.
5. Scanners- Multifunction printers are available at all prominent places.
6. Seminar Rooms- One seminar halls is equipped with all digital facilities.
7. Interactive Smart white Board- Three smart board is installed in the campus.

**8. Online Classes through Google Meet, Google Classroom)****Use of ICT By Faculty**

A. PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors. They are also equipped by digital library, online search engines and websites to prepare effective presentations.

B. Industry Connect- Seminar room and smart class rooms are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.

C. Online quiz- Faculties prepare online quiz for students with the help of GOOGLE FORMS.

D. Video Conferencing- Students are counseled with the help of Google meet

application.

E. Video lecture- Recording of video lectures is made available to students for long term learning and future referencing.

F. Online competitions- Various events such as Poster making, Project presentations, online quiz, presentations etc. are being organized with the help of various Information Communication Tools.

G. Workshops- Teachers use various ICT tools for participating in workshops.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="http://gcbhattu.edu.in/MenuData?Menu=d5jo6AxztEo%3d">http://gcbhattu.edu.in/MenuData?Menu=d5jo6AxztEo%3d</a>

**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****17**

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

**2.4 - Teacher Profile and Quality****2.4.1 - Number of full time teachers against sanctioned posts during the year****24**

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**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****03**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
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)	<a href="#">View File</a>

### 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

113

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

### 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.

#### Assignments:

Assignments questions are discussed with students. The students submit two assignments based on their syllabus. Both assignments carry 5 marks each.

Class test:one class test is conducted by each teacher. There are 5 marks assigned for class test as per rules.

#### Internal Assessment Marks:

Internal Assessment Marks are based on two assignments, one class test and attendance of students comprises twenty marks. Assignments and sessional exam marks are conveyed to students.

#### Practical Examination:

Evaluation is done by one external and one internal examiner with transparency based on different parameters decided by both examiners.

Seminar and Viva-Voce exam: This exam is held by department of commerce in even semester. Evaluation is done by one external and

one internal examiner with transparency based on different parameters as per syllabus.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The institute has devised an efficient mechanism to deal with examination related grievances which transparent in the pattern and conduction of CIE and rectification of grievances is time bound.

The college follows strictly the guidelines and rules issued by the affiliating university while conducting internals and semester-end examinations.

At Institute level:

At Institute level, an grievance redressal committee, comprising of a senior teacher as convener and other teaching staff as members, is constituted to handle the issues regarding evaluation process. The teacher distributes evaluated answer scripts to students, and any clarifications or grievances are addressed by the teacher. The internal marks are displayed on the notice board. If any discrepancy like mistakes in question paper, mark allocation, correction is noticed by the students, the concerned teacher will resolve the discrepancy, and the necessary corrections will be made. If a student is not satisfied with the marks awarded even after resolved by the teacher,

then he may represent the same to the HOD concerned. All such representations are taken positively and are reassessed by another teacher if necessary.

Students are counseled by the faculty mentor, and tutorial classes are conducted for students who have failed in the examinations. Retest for the Internal Assessment are conducted for Students who remain absent for internal exams due to genuine reason.



Within a time bound the Internal Assessment marks are entered in the University web portal.

At University level:

If students have grievances related to evaluation of university answer scripts it is intimated to the subject handling faculty and head of the department if necessary, for further action. Students can bring their grievances by applying for the following evaluation procedure:

Re-Evaluation:

Students can apply for re-evaluation of their answer scripts within a week from the declaration of results if they are not satisfied with their results. The results of re-evaluation will be announced as per the university norms.

Challenge Evaluation:

If the re-counting/re-evaluation results are not satisfactory, a student can apply for challenge evaluation within a week after the announcement of the revaluation results. The evaluation process is carried out by subject experts. Result will be announced before commencement of University Examination. So maximum chances are given to the students to clear the subject. The entire process is maintained transparent and time bound by the university.

+91-9247033440, 924703344

File Description	Documents
Any additional information	<a href="#">View File</a>
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.

Programme and course outcomes of the Programmes offered by the institution were issued to teachers and students well in advance. The Programme and course outcomes of the Programmes offered by the

institution also available on college website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

**Attainment of Programme outcomes are not evaluated by the Institution.**

File Description	Documents
Upload any additional information	No File Uploaded
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

170

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
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)

[0](#)

<b>RESEARCH, INNOVATIONS AND EXTENSION</b>	
<b>3.1 - Resource Mobilization for Research</b>	
<b>3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)</b>	
<b>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)</b>	
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)	<a href="#">View File</a>
<b>3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year</b>	
<b>3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year</b>	
00	
File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil
<b>3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year</b>	
<b>3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year</b>	
20	

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

03

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 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)	<a href="#">View File</a>

### 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

Name of the activity Organising unit/ agency/ collaborating agency  
 Name of the scheme District Day Celebration NSS BOYS AND GIRLS  
 UNIT NSS BOYS AND GIRLS UNIT Independence Day Celebration NSS BOYS

AND GIRLS UNIT NSS BOYS AND GIRLS UNIT UNO Day Celebration NSS  
 BOYS AND GIRLS UNIT NSS BOYS AND GIRLS UNIT Constitution Day  
 Celebration NSS BOYS AND GIRLS UNIT NSS BOYS AND GIRLS UNIT One  
 Day Camp NSS BOYS AND GIRLS UNIT NSS BOYS AND GIRLS UNIT Youth Day  
 Celebration NSS BOYS AND GIRLS UNIT NSS BOYS AND GIRLS UNIT One  
 Day Camp NSS BOYS AND GIRLS UNIT NSS BOYS AND GIRLS UNIT Aazadi Ka  
 Amrit Mahotsav NSS BOYS AND GIRLS UNIT NSS BOYS AND GIRLS UNIT  
 Birth Anniversory of Dr.B.R. Ambedkar NSS BOYS AND GIRLS UNIT NSS  
 BOYS AND GIRLS UNIT Blood Donaion Camp NCC,NSS BOYS AND GIRLS UNIT  
 NCC,NSS BOYS AND GIRLS UNIT Webinar on Covid-19 NSS BOYS AND GIRLS  
 UNIT NSS BOYS AND GIRLS UNIT COVID-19 Awareness Programme Throught  
 Poster Making NSS BOYS AND GIRLS UNIT NSS BOYS AND GIRLS UNIT  
 Environment Day Celebration NSS BOYS AND GIRLS UNIT NSS BOYS AND  
 GIRLS UNIT International Yoga Day Celebration NSS BOYS AND GIRLS  
 UNIT NSS BOYS AND GIRLS UNIT Vaccination Camp NCC,NSS BOYS AND  
 GIRLS UNIT NCC,NSS BOYS AND GIRLS UNIT Vaccination Camp NCC,NSS  
 BOYS AND GIRLS UNIT NCC,NSS BOYS AND GIRLS UNIT Seven day Camp NSS  
 BOYS AND GIRLS UNIT NSS BOYS AND GIRLS UNIT Essay writing  
 Competition on Women Empowerment Women Cell Women Cell Poster  
 Making Competition on Women Empowerment and Environment Women Cell  
 Women Cell Slogan Writing Competition on Women Empowerment Women  
 Cell Women Cell Extension Lecture by Advocate Sumanlata Siwach on  
 Laws and Regulations for Women Women Cell Women Cell Extension  
 Lecture by Dr. Shalini Attri on Feminism: West and East Rights and  
 Opportunities for Indian Women Women Cell Women Cell Extension  
 Lecture by Sh Atma Ram, Retired Principal on Role of Women in  
 Nation Building Women Cell Women Cell

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 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)	<a href="#">View File</a>
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**

**23**

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**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**

**3822**

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**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

3

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

### 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

0

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	<a href="#">View File</a>

## 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.

#### Classrooms

There are 16 class rooms including one seminar hall used for teaching purpose. Out of these 16 classrooms 10 classrooms are ICT- enabled facilities such as smart class, projector, wifi, LAN etc..The classrooms are occupied throughout the daily study hours and the timetable is so spread that the maximum utilization of

them is ensured. Classrooms have had one setup: straight rows of desks facing the front of the classroom. The row style allows teachers ample amount of space to walk around. This makes it easier for teachers to supervise the students and insuring that students stay focused.

#### Computers lab

There are two computer labs in this college. The computers facilities are used by all the enrolled students in the practical groups of students. The college assesses time to time the need of maintenance andup gradation of ICT toolssuch as internet facility.

#### Laboratories

There are fourLaboratories in this college viz, physics, chemistry, geography and defence studies. These Laboratories are used by all the enrolled students in respective subjects for practicalpurpose. Each group of practical subject consists of 15 to 25 students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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.

#### Cultural activities:

The college constitutes a cultural committee every year for smooth functioning of cultural activities throughout the year.The committees functionsindependently for their allotted work under the overall supervision of Principal.The college organizes one Talent Search Programmefor newly admitted students in odd semester each year. The college hosts aSur-Utsav Programmein even semester. The college has an adequate facility for organizing these activities including a seminar hall, main stage for organizing literary events and one big stage for singing and dancing events.

#### Sports, games (indoor, outdoor)



The college has an adequate facility for organizing sports events. It has one big play ground for cricket, football, kabbadi, kho-kho, athletic and such events. There is one badminton court in the campus and one volley-boll court for assisting sports students.

The sports facilities are made available to students and the expert advice of the faculty members of the Dept. of Physical education is always with them. College Grounds are normally used for College Events/Functions/Ceremonies like Convocation Ceremonies, Annual Functions etc. These grounds are also used by the Department of Physical Education for its athletes and players for "Practice" and for organizing Annual Sports Meet, Inter-College Sports Functions etc.

#### Gymnasium

This college has one gymnasium/fitness center equipped with all facilities to cater to the needs of sports persons to keep them fit such as cycling, stretching, muscle training equipment's etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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.

10

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

2,74,432

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

1. Library is automated using Integrated Library Management System (ILMS).

2. Name of the ILMS software is SOUL 2.0.

3. Nature of automation: library is fully automated

4. Version of software is 2.0 it will be updated as and when new version is being made available to us by inflibnet center

5. Automation of all books is made in each session.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

  

<b>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</b>	<b>A. Any 4 or more of the above</b>
--	--------------------------------------

  

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

  

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

  

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

  

<b>RS. 54,113</b>
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File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

  

<b>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)</b>
--

  

<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>
---

  

<b>480</b>
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File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

In recent times, covid-19 pandemic made a huge hue and cry in people's life. The students suffered badly during this period. This institution considered its responsibility to help its students to keep them engaged and to build them responsible citizen. For this purpose this college, bought ICT related equipments for assisting its teachers to take online classes and creating e-content such as video lectures, ppts, images, online quizzes etc. In recent years, new smart class rooms were added with LAN, Wi-Fi and projector facility. For exam this college has 16 class rooms including one seminar hall used for teaching purpose. Out of these 16 classrooms 10 classrooms are ICT- enabled facilities such as smart class, projector, wifi, LAN etc. There are two computer labs in this college which are upto dated with high speed internet facility and LCD screen. These Computer labs can be used for multipurpose real-time information sharing. For example live budget telecast is made for students to gain practical knowledge. To sum up, the college assesses time to time the need of maintenance and up gradation of ICT tools such as internet facility/smart class rooms/printers/computers and make efforts to get high speed internet and wi-fi facility for teachers and students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

64

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

**4.3.3 - Bandwidth of internet connection in the Institution****C.10 - 30MBPS**

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

**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)****2,66,773**

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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 college has a well-established mechanism and set procedures for maintaining and utilizing the mentioned facilities. A detailed delegation of duties is made through comprehensive system of committees headed by respective convenors. The committees function independently for their allotted work under the overall supervision of Principal. The college construction committee remains busy throughout the year in keeping college property in

good stead. The principal is empowered to allow small repairs from college funds and accordingly such repairs are handled at college level. For major repairs and other such works which involve expenditure above one lac, the college writes to higher authorities and they magnanimously allow financial assistance for such works.

The college is presently in the process of addition of smart rooms and other facilities. All such works are done by a set procedure which involves the assessment of the need, the calculation of estimate cost, the approval of administrative sanction, the formation of committee to get quotations from open market, the comparing of rates of the quotation, the approval of financial sanction, the placement of order and the final payment after the work is completed. Thus, the college has a well-defined policy's and procedure for maintaining, utilizing and upgrading the mentioned facilities.

#### Classrooms

The classrooms are occupied throughout the daily study hours and the timetable is so spread that the maximum utilization of them is ensured. Classrooms have had one setup: straight rows of desks facing the front of the classroom. The row style allows teachers ample amount of space to walk around. This makes it easier for teachers to supervise the students and insuring that students stay focused.

#### Computers lab , Other Lab and Other ICT Tools

The computers and other lab facilities are used by all the enrolled students in the practical groups of students. The college assesses time to time the need of the up gradation of ICT tools and makes efforts to get grants for such improvements.

#### Sports Facilities

The sports facilities are made available to students and the expert advice of the faculty members of the Dept. of Physical education is always with them. The large class rooms are used very frequently to conduct co-curricular and extracurricular activities round the year. College Grounds are normally used for College Events/Functions/Ceremonies like Convocation Ceremonies, Annual Functions etc. These grounds are also used by the Department of Physical Education for its athletes and players for "Practice" and for organizing Annual Sports Meet, Inter-College Sports Functions

etc.

## Library

The students are motivated to make use of library and the library reading rooms are almost full round the day. Not only the facilities available with the college are utilized fully for catering the interests of students, but the college also has a well set mechanism to maintain and improve them. Every year, the college gets grant for lab up gradation and purchase of library books. College library is proud to have a rich collection of about 13500 books that cover all the important subjects. Relevant magazines are subscribed and made available to the students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

800

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

### 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 benefitted 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)	No File Uploaded

### 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

D. 1 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)	<a href="#">View File</a>



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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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**

B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

**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**

0

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

**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**

61

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

**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**

0

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
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.**

0

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

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 )

Students were encouraged to participate in various administrative, co-curricular and extracurricular activities.

Informal participation of students in various activities in conducting on line activities during Covid-19.

such as to aware general masses for covid protocol etc..

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**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**

33

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
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)	<a href="#">View File</a>

#### 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

**There is NO registered Alumni Association in this college**

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

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

**E. <1Lakhs**

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

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

**The governance of the institution is in accordance with the vision and mission reflecting the goals and objectives of the institution. The vision of the college is to transform the youth**

of this region into professionally competent and socially responsible citizens through education. Towards this objective, BA/BCOM/BSC degree courses have been introduced to improve the employ-ability of students by making them skilled, self-reliant and globally competent. A host of co-curricular activities conducted during the course of a year, celebration of important days and events and cultural programmes organized by different Cells and departments seek to enhance the cultural development of the students. Moral values of responsibility, leadership and social empathy are inculcated among the students through various social outreach programmes conducted by the NSS, NCC, Women cell and Placement cell and various departments. Students from different cultural, religious and linguistic groups work together on the same platform to promote bonds of friendship, understanding and cooperation. Awareness of environmental and ecological issues and understanding the need for sustainable development is generated through a variety of measures like tree plantation, installation of solar panel and LED lights etc. The imparting of innovative teaching-learning process and technological skills to the students is supported by the provision of state- of-the-art technology. In recent times, the institution has specially upgraded itself to take up the challenge of online teaching and e-learning is being effectively carried out with the help of virtual platform dedicated to the needs of students. The teaching faculty is actively involved in promoting a holistic education for the students manifest in the leadership provided by them in committees, schemes in the organization of various activities and also by the participation of representative members in the Governing Body of the institution. The proactive leadership of the Principal ensures the fulfillment of the vision and mission striving to make the institution a centre of excellence.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The college runs its administration as well as its academic and other activities through decentralization and participative

management. The college is headed by the Principal who works according to the rules of Higher Education Department of the Government of Haryana. The Principal functions as the first among equals and follows the decisions taken in either staff council meetings or IQAC meeting of the teaching staff held time to time during the year. The staff council and IQAC committee are bodies of the 5-6 senior most staff members. The principal not only takes the advice of the council and Committee also implements the decisions taken in its meetings. Important matters are discussed in the meetings of the whole staff and the majority voice prevails while taking decisions in such meetings. In this way the whole staff participates in the decisions taken for college functioning. Not only this, the college has a well planned and exhaustive mechanism of committees and cells which take care of different college activities. These committees and cells consist of a convener and some staff members and they effectively deal with the matters pertaining to their cells. The principal performs only supervisory role and these committees work independently in their daily functioning. Students are also actively involved in the activities of cells pertaining to the co-curricular and extra-curricular activities under the overall supervision of respective teacher in charge. Not only this, the non-teaching staff members also have their say in administrative matters and the Principal consults them regularly in these matters and decides accordingly. Overall, the college functions effectively with the joint efforts of faculty, non-teaching staff and students and follows the principles of decentralization and participative management.

File Description	Documents
Paste link for additional information	<a href="http://gcbhattu.edu.in/MenuData?Menu=d5jo6AxztEo=">http://gcbhattu.edu.in/MenuData?Menu=d5jo6AxztEo=</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

### 6.2 Strategy Development and Deployment

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

#### 1. Curriculum Development

Lesson plan of each subject is prepared in the beginning of each session and is followed as possible. Lesson plan and all the curricular & extra curricular activities are followed and conducted as per the guideline of the Directorate General Higher Education, Haryana & Choudhary Devi Lal University, Sirsa.

### 1. Teaching and Learning

Before the start of each semester academic calendar is provided by university to the college. Extension lectures on various subjects are conducted and various trainings are also arranged for enhancing skills of students. An exhaustive coverage of syllabus, active class participation by students, regular feedback of students by asking questions and group discussions are the main teaching learning strategies of the college.

### 1. Examination and Evaluation

The college examinations schedule is decided by the affiliating university and the semester exams are held in November-December (Odd Semester) and May-June (Even Semester). but because of COVID-19surge, the examination time schedule was greatly disturbed. The internal assessment process is transparent and marks are assigned as per the university set criteria of attendance, assignments and class test.

### 1. Research and Development

Faculty members are encouraged to participate in International, National, State Level seminars, conferences and workshops. They are sent to attend Orientation/Refresher courses, Faculty Development Courses and Short-Term Courses and duty leaves are granted for the same. The college teachers individually pursue their Research activities and publish their research papers in reputed journals.

### 1. Library, ICT and Physical Infrastructure / Instrumentation

Library gets feedback from students and staff in the form of suggestions (Written & Verbal) to improve the quality of services provided. We have made our Library fully Automated. We have made our Library air-conditioned so that student can enjoy there study smoothly. We have setup 5 Smart Class Rooms for enhancing communication skills of students, in Edusat room students attend live/recorded lectures through satellite, some lecture are

delivered through Power Point Presentation and in Online mode.

### 1. Human Resource Management

The college is switching over to HRM, the data of all faculty members are centrally digitalized under MIS for handling issues like transfer, disbursement of salary, sanctioning of leaves, and other official matters. The admission of students has already been online and centrally handled by the Higher Education Department of the Government of Haryana for maintaining transparency in the whole process.

### 1. Industry Interaction / Collaboration

The students are taken to job fairs for latest knowledge; Education Tours are also organized for the purpose. The college organizes extension lecturers, workshops and training under Placement Cells and other Cells.

### 1. Admission of Students

The students' admission process is online and is handled centrally for all government colleges of Haryana by the Higher Education Department (Haryana). The students are made to pay their fee digitally. The students are given broader choices of selecting colleges and the transparency in the whole process is ensured through the system.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
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.

**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.**

The institution has various bodies for smooth execution of work in all departments and levels.



## ADMINISTRATIVE SET UP

The Principal and various administrative wings form the nucleus of the administration with the former being the final authority in all financial matters. The Principal is vested with final authority in the day to day running of the college. The Principal along with the IQAC Coordinator, Bursar, Registrar, Departmental Heads, the Staff Secretary, Deputy Superintendent, the Librarian as well as Convenors of various Committees coordinates and mobilizes the entire work process of the college.

## THE FUNCTIONS OF VARIOUS BODIES

There is the Teachers' Council headed by Teachers' Council Secretary and the Principal and the Students' Council where a teacher Convenor is the head of the council. Different Committees are set up with teacher Convenors as head who are responsible to carry out the functions of their set up which facilitates in the research oriented activities. The Library Advisory Committee assist and advise regarding the formulation of library policies, purchase of library materials, improvement of library and information services, and operational matters. The various committees of college collaborate with the society in numerous ways through National Service Scheme(NSS), NCC, Various Social Welfare schemes, Entrepreneurship development club. Besides there are some societies like College Magazine Committee, Women's Cell, legal literacy cell and placement cell set up for the holistic development of the students. The Cultural Committee of the college is responsible for all the intra and inter collegiate cultural events. The Placement Committee looks after the career prospects and placement of the students. The Registrar Committee helps in smooth conduct of the examinations and takes care of the class schedules and plan for the academic year activities. There is a First aid Committee which looks into the medical emergencies and routine health checkups of students and staffs apart from organizing awareness programmes from time to time. last but not the least, the Establishment clerk gathers all the material information from different departments and keeps record of all the activities from time to time.

## SERVICE RULES, PROCEDURES, RECRUITMENT AND PROMOTION POLICIES

Service Rules and procedures are guided by the Punjab Finance

Rules Vol-1 and 2, Haryana Service Rules 2016 DGHE, Haryana. These rules of the state government are amended from time to time in this regard.

The recruitment rules for the Teaching staff and Non-teaching staff are as per the Govt. of Haryana along with the eligibility criteria prescribed by the UGC.

The promotional policies for teachers are according to the different government orders as released by the Department of Higher Education, Haryana.

File Description	Documents
Paste link for additional information	<a href="http://gcbhattu.edu.in/MenuData?Menu=d5jo6AxztEo=">http://gcbhattu.edu.in/MenuData?Menu=d5jo6AxztEo=</a>
Link to Organogram of the Institution webpage	Nil
Upload any additional information	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

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

### 6.3.1 Welfare schemes for

**Teaching**

GPF Advance Loan ,

House Building Advance Loan, etc as per government norms.

Non teaching

Festival Loan,

Wheat Loan,

GPF Advance Loan ,

House Building Advance Loan, etc as per government norms.

**Students**

Various scholarship schemes i.e.

NSP,

Post metric,

BC Scholarship,

Free Bus Pass facility etc for Girls students as per government norms.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**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)	<a href="#">View File</a>

### 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

0

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)	<a href="#">View File</a>

### 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

21

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	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

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

There is an Internal Performance Appraisal system for all its staff members headed by the Principal of the Institution. The Principal monitors and evaluates the performance of all staff and communicates the area of improvement or the overall performance annually or as per requirement. There are Grievance Redressal and Suggestion box placed at strategic locations in the campus where the students can express their query or concern about teachers which is also considered by the Principal. All these are scrutinized and assessed by the Principal. The Principal further communicates the outcome with the staff members in a completely confidential manner. Annual Confidential Report of all staff members is prepared by the head of the institute. Apart from this IQAC committee approves API of teaching staff members in transparent manner as per Haryana Govt. Rules.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 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

**Internal Audit System:** All documents related to financial transactions are checked by the college bursar before making payment of bills keeping in view the Govt. Rules and instructions.

**External Audit System:** College receives two types of grants/funds i.e. Govt. Grants from Higher Education Dept. Records checking and audit of these grants are conducted by auditors from the office of Account General Haryana. Funds/Fees receive from students: Audit of college funds is conducted by auditors of Director Local funds, Finance Dept., Govt. of Haryana

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**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)	<a href="#">View File</a>

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

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

The institution is administered by the Principal and various administrative wings following the best possible practices in the given working scenario. The institution always ensures that the funds/resources are collected on timely basis and are utilized in the best possible way by ensuring judicious investments and restricting to budgeted expenditure. The main sources of receipts are fees collected from students, grants from the State Government, interest on fixed deposits, fines and other miscellaneous income from sale of old newspapers, magazines, scraps etc. Fee collection is done in a systematic way within a time frame. Students are informed about the time schedule through notifications on college notice boards, website and through text messages.

All purchases are made after inviting requisite number of quotations and their proper scrutiny. All the expenditures are checked by committee and approved by Bursar and Principal being the final authorities in all financial matters at college level. Internal checks and controls are very much in place which ensures transparency in financial resource management. The resources are carefully allocated to meet overall administrative requirements, infrastructural upgradation and maintenance, enhancement of teaching learning environment, faculty development etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 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

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

The vision of the college is to transform the youth of this region into professionally competent and socially responsible citizens through education.

IQAC along with NCC, NSS conducted blood donation camps during covid pandemic times to meet the blood needs for various

stakeholders. A host of co-curricular activities conducted via online platforms through whats app, google meet etc conducted during the course of a year, celebration of important days and events and cultural programmes organized by different Cells and departments seek to enhance the cultural development of the students. Moral values of responsibility, leadership and social empathy are inculcated among the students through various social outreach programmes conducted by the NSS, NCC, Women cell and Placement cell and various departments. Students from different cultural, religious and linguistic groups work together on the same platform to promote bonds of friendship, understanding and cooperation.

With this vision before us, the IQAC has focused on programmes and workshops particularly for the students. These programmes have tried to address the variety of mental health issues and social responsibility of the students coming from multicultural backgrounds and from different cities. The programmes conducted by specialists in the field give an insight into the common worries and uncertainties which cloud the minds of the young adults. The discussions help the students to identify their areas of concern and the interactive sessions give them the opportunity to vent their anxieties and woes. The positive inputs by the resource persons facilitate the students to tide over their agonies, bring out the best in them, be confident to face the challenges and be ready to gracefully accept both successes and failures, academic or otherwise.

These Programmes have indeed contributed to the holistic development of the students. Such programmes initiated by the IQAC, are now held at regular intervals and have become an essential part of the college calendar. Even during the period of pandemic and ensuing lockdown, such sessions were held on the virtual platform to take care of the students' mental health and to uplift their spirits.

Another such initiative of the IQAC is the introduction of Gender Sensitisation programmes which seek to make the students aware of gender justice and gender equality issues. Such programmes are interlinked with gender empowerment and thereby attempt to fulfil the mission of the institution regarding empowerment of women.



File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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 The regular meetings of the IQAC internally as well as with the principal and different committees are conducted to ensure stocktaking and earmarking of the scopes of improvement in all possible spheres of campus life. Regular meetings obtained from different stakeholders help in proper identification of the target area. The major tasks set up by the IQAC in the last year was to take care of the online education of students during the pandemic times, others included development of awareness among the various stake holders on awareness on covid-19.

File Description	Documents
Paste link for additional information	<a href="http://gcbhattu.edu.in/MenuData?Menu=d5jo6AxztEo=">http://gcbhattu.edu.in/MenuData?Menu=d5jo6AxztEo=</a>
Upload any additional information	<a href="#">View File</a>

**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	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

To ensure a safe and secure atmosphere, the Women Cell, NSS Girls Unit and Anti-Sexual Harassment Committee ensures posters promoting Gender Equity and sensitization are placed on the Notice Board in all departments. A Complaint Box is placed outside the Principal office to enable complainants to drop their complaints easily. Telephone / Mobile numbers of Principal and Concerned in charge of above mentioned committee are made available on the Notice Board of the college and college Website. Strict confidentiality is maintained by these committee to encourage the complainant to lodge complaint without fear.

CCTV cameras were installed at strategic points in the college for better security of the students. Faculty has been directed to keep the door of the lecture hall open during classes. Other Grievance Redressal mechanisms for the safety of our students such as Grievance Redressal Cell, Anti-Ragging Committee, implementation of the RTI, discussions in Parent Teacher meetings are also working in college. Self Defence workshops are also organized in the college for the safety of the students. A separate Common rooms is available for girl's students to take some rest where entry of boy is completely prohibited.

Every year extension lectures are also delivered about gender sensitization and gender equity. The Women Cell has been consistently organizing seminars and workshops on gender discrimination awareness and women's security. Girls students are motivated to raise voice for their rights. Every year International women day is also celebrated. The purpose of

celebrating this day is to make students about Gender Equity. Women Empowerment is really very important in order to the uplift society. All the students specially girls students are sensitized regarding the rights and duties of women.

The college administrations organize various types of programme on Gender Equity in order to contribute in the overall development of the society in general and women in particular. College annually organize seminars, Workshops, Extension Lectures and literary activities that help in Gender sensitization.

File Description	Documents
Annual gender sensitization action plan	<a href="http://gcbhattu.edu.in/MenuData?Menu=d5jo6AxztEo%3d">http://gcbhattu.edu.in/MenuData?Menu=d5jo6AxztEo%3d</a>
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 href="http://gcbhattu.edu.in/MenuData?Menu=d5jo6AxztEo%3d">http://gcbhattu.edu.in/MenuData?Menu=d5jo6AxztEo%3d</a>

**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**

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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**

The institution is well equipped with all types of facilities for degradable and non-degradable waste. There are many dustbins in almost every nock and corner of the college campus for the disposal of the garbage. These dustbins are kept for segregating dry and wet waste material. Apart from this the college has adopted various methods to keep college campus neat and clean and

maintain healthy environment.

### Solid Waste Management

Solid waste management is a term that is used to the process of collecting and treating solid wastes. It also offers solutions for recycling items that do not belong to garbage or trash.

Our college has an effective and unique waste management system. It is a critical process for any organization as it impacts the health and environment of not only the people working in the campus but also of those living in the vicinity.

Organic waste:-The college campus is full of plants and trees. We have a unique process for organic waste that is composting. Composting is the process of decomposition of organic material where the organic material is acted on by soil organism resulting in the recycle of nitrogen, phosphorous, potassium, and other soil nutrients into humus-rich components.

In the college premises, we have dumping site. The organic waste is collected in a pit. After the pit is filled, pits are made regularly at the dumping sites. When organic waste turns into compost it is used in the plants.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="http://gcbhattu.edu.in/MenuData?Menu=d5jo6AxztEo%3d">http://gcbhattu.edu.in/MenuData?Menu=d5jo6AxztEo%3d</a>
Any other relevant information	<a href="#">View File</a>

**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**

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

### 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

E. None 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	No File Uploaded

#### 7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment

B. Any 3 of the above

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

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

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 organizes various types of events to provide an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socioeconomic and other diversities:

- District day was celebrated on 15th July, 2020.
- Constitution Day was celebrated on 26th November, 2020 as an Awareness Programme by NCC and NSS units of College.
- One Day NSS camp was organized in April 2021.
- NCC cadets and NSS (Boys and Girls) volunteers Donated blood in Blood Donation Camp organized on 13th April 2021 on the occasion of Birth Anniversary of Dr.B.R. Ambedkar.
- An online COVID-19 Awareness Programme through Poster Making was organized to provide knowledge about Covid-19 to people on dated 14 May, 2021.
- Two Vaccination Camps on 18th June and 29th June were also organized in college campus in which people of surrounding area were also vaccinated.
- A Special Seven Day (Day-Night) was organised from 8 March,

2021 to 14 March, 2021. at Village Bhattu Kalan and Bhattu Mandi by NSS Units (Boys and Girls).

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

To equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable learning environment. These elements are inculcated in the value system of the college community. The students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities by inviting prominent people. The institute conducted awareness programs on the ban on plastics, cleanliness, Swachh Bharat, etc. involving students. The college establishes policies that reflect core values. Code of conduct is prepared for students and staff and everyone should obey the conduct rules. The affiliating University curriculum is framed with mandatory courses like Professional ethics and human values, Constitution of India, Essence of Indian Traditional Knowledge, as a small step to inculcate constitutional obligations among the students. Major Initiative during the year:-

Constitution day- Constitution Day is celebrated on 26th November every year. The programme initiates with Preamble reading of the constitution followed by lectures on the sensitization of students on responsibility towards the constitutional values, rights, duties and responsibilities of citizens. Students are encouraged to participate in activities like essay competition on the related themes. viz. 'Economic Thoughts of Dr. B. R. Ambedkar'.

Celebration of National Days- Every year Institute celebrates Republic Day and Independence Day on January 26n and August 15 respectively. The celebration is attended by Students, Teaching and Non-teaching Staff, Invitees, guests and any attendees. Flag hosting with National anthem and oath of national integrity followed by distribution of sweets is the regular decorum of the programme.



**Blood Donation-** Every year institute organizes blood donation camp in association with Community Health Centre, Bhattu Kalan. The students are sensitized on the importance of the activity and are encouraged to participate in saving the life of citizens of India.

**Road Safety Rally-**The students are encouraged to participate in the activities of spreading the awareness among citizens on social issues like road safety. To create the awareness between students and citizens of surrounding area rallies are organized by the college in every year.

**Cleanliness/Plantation-** Students consistently and regularly participate in the cleaning activities on the several occasions in every year. Moreover, students are encouraged for active participation in the plantation.

**Induction of the students on values, rights, duties and responsibilities-**Students are made aware about the code of ethics, human values, rights, duties and responsibilities as a citizen of India during induction as well as other programmes throughout year.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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**

**B. Any 3 of the above**



File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

College celebrates / organizes national and international commemorative days, events and festivals

College celebrates/ organizes national and international commemorative days, events and festivals. National festivals play an important role in planting seed of Nationalism and Patriotism among people of India. Our College celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders. The Faculty, Staff and Students of the College all come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness throughout.

Republic day- The College celebrates Republic day on 26th January every year, commemorating the adoption of Indian constitution and spreading the message that India is the largest democratic country in the world. This is a day to remind the students about the constitution of the country and the need to abide by it at all times. The celebration includes the unfurling of national flag and spreading a warm message of nationalism in a speech by the Principal.

Independence Day-Independence Day is celebrated every year on 15th of August, flag hoisting is organized and is celebrated to mark freedom of India from British rule. The College encourages students to remember our national leaders and their sacrifices.

Gandhi Jayanti is celebrated every year on 2nd October to understand the ideology of our great leader Mahatma Gandhi wherein pledge is taken by students and staff. In today's times we inspire students of our College to follow the Gandhian ideologies of truth

and nonviolence and inspire them to contribute towards the peace and prosperity of the Nation.

**Haryana Martyr's Day** This Day is observed on the death anniversary of Rao Tula Ram, a freedom fighter during India's first war of independence in 1857. Rao is a state hero of Haryana and is famous for temporarily driving the British from south-west Haryana during the rebellion, and also assisting rebel forces fighting in Delhi. This day is a Shaheedi Divas (martyrdom day) to honour those who have made the ultimate sacrifice in defence of Haryana and the nation.

**International Yoga day** is celebrated on 21st June every year. The yoga Instructor organizes the yoga camp and a speech is conducted to make everyone aware on how Yoga embodies unity of mind and body; thought and action; restraint and fulfilment.

**Voters Day** is celebrated on 25th January wherein the students are given awareness on their duties and rights as a loyal citizen

**District Day-** is celebrated on 15th July every year as Establishment day of District Fatehabad to provide knowledge to students about Fatehabad District.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
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-** Community Help.

**Goals and Objectives of Practice-**

- To build trust between the local people/community and college staff and students.
- To give local people and communities the opportunity to take

some decision in welfare of students.

- To provide knowledge of local issues.
- To remove barriers between the community and College.
- To boost up mutual understanding between College and Community.
- To develop a sense of cooperation between community and college.

Context- In today's time, no institution can work without community support. In the matters of educational institutions, it becomes even more important. Students of different caste and creeds, ages and religion etc. come from different places in the college. In such a situation, the importance of community support increases even more. Without community support, we will not be able to do various types of planning for the bright future of the students. So it becomes necessary that the proper conduct of an educational institution requires community support to work for the welfare of the students. Students become familiar with various community helpers and know the ways they are helping the staff, students and community.

Practice- This practice started under the guidance of worthy Principal and College council. The College has started this practice to bring student's growth in positive direction. As practicing since last many years, this system has developed healthy relationship between the community and college. Community provides financial, physical, instrumental and intellectual support in development of college and college campus.

Success of Evidence- The practice had a profound effect on the hearts and minds of the students. Ragging has been completely eradicated in the college. Orientation program is conducted at the beginning of every academic session, in which parents of all the students are invited. Complete information about the rules, regulations, policies, principles, code of conduct, incharges of various cells and committees of the college is provided to the students and their parents. With the flow of time people started helping the college in different ways. Only because of this practice of community help two water coolers and one water purifier were donated by social worker in the college. A shed was also built for the students by another social worker. Apart from this, to beautify the front Boundary wall of the college painting work was done with the help of community. Beautiful messages and quotes are painted on the boundary wall. Department of Commerce,

Department of Geography and Department of Defense Studies have established their own library with the help of old and new students and staff members. They donate their old books to their concerned Department. The main motto of these libraries is to help the needy and poor students.

**Problem Encountered-** In the beginning, it was not easy to convince the people of the adjoining area to establish a mutual understanding between both as the college is situated in the rural area and people are from farming communities. With the passing time people were invited and convinced to participate in different activity conducted by college. Eminent People were included in some committees of college for community representation.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
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

We believe that college life is not all about academics, games, friends, and fun. It is also about learning to interact with other people, being aware of social, environmental and gender issues, and inequities in the society. We provide an opportunity to every student to contribute to make the society in which they live a better place and to grow as better individuals. The main focus of our college is to serve the society through education. Some achievements of our college are given as follow:

- The NSS unit plans activities like tree plantation and field visits to expose the students to the pressing issues in our society. NSS unit which undertakes various services to inculcate social values.
- The students raised awareness about the COVID-19 through videos.
- Blood Donation and Vaccination Camps have been organized in the college
- Two teachers of our college represent themselves as members of Board of Studies at Chaudhary Devi Lal University Sirsa.
- Separate libraries in the Department of Commerce, Geography

and Defence Studies were established.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

#### Future Plan of Action

Internal Quality Assurance Cell of Our Institution is planning to implement the following things in the next academic year

- To suitably equip our students and staff with regard to use of IT tools and gadgets.
- To provide WIFI facility for students in College Campus.
- To convert class rooms in Smart Class rooms with latest technologies and ICT facilities.
- To reduce the use of paper
- NCC Unit for girls
- To make the campus more eco-friendly
- To upgrade existing infrastructure for better utilization of human resource
- To establish Dark Room in Physics lab
- To construct main stage for conducting various cultural programs
- To establish library in each department