Yearly Status Report - 2016-2017

Part A	
Data of the Institution	
1. Name of the Institution	**GOVERNMENT COLLEGE BHATTU KALAN**
Name of the head of the Institution	**WAZIR SINGH**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01667252219**
Mobile no.	**9896165033**
Registered Email	**gcbhattukalan@gmail.com**
Alternate Email	**gcbhattukalan1@gmail.com**
Address	**Government College, Adampur Road, Bhattu Kalan**
City/Town	**Bhattu Kalan**
State/UT	**Haryana**
Pincode	**125053**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dinesh Kumar**
Phone no/Alternate Phone no.	**01667252219**
Mobile no.	**9896165033**
Registered Email	**gcbhattukalan@gmail.com**
Alternate Email	**gcbhattukalan1@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.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: Weblink :	http://gcbhattu.edu.in/MenuData?Menu=d5jo6AxztEo=

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity Period From	Validity Period To
1	**C+**	**63.75**	**2003**	**21-Mar-2003**	**20-Mar-2008**
2	**B**	**2.24**	**2016**	**25-May-2016**	**24-May-2021**

6. Date of Establishment of IQAC

02-Aug-2013

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

API Score Verification of Dr. Raja Ram, Hindi, Sh. Balwan Singh,Pub. Admn., Sh. Naveen Kumar, Commerce	17-Nov-2016 0		3
API Score Verification of Dr. Raja Ram, Hindi, Sh. Balwan Singh,Pub. Admn., Sh. Naveen Kumar, Commerce	04-Nov-2016 0		3
API Score Verification of Dr. Kuldeep Singh Def. Std, Dr. H.R. Gupta, Maths, Sh. Ravinder Kumar,Phy.Edu., Dr. Subhash, English, Dr. Ved Bhushan	24-Aug-2016 0		5

L::asset('/'),'public/').'/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'.$instdata->upload_special_status)}}

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
GC Bhattu Kalan	AUGMENTATION OF LAB	STATE GOVERNMENT	2016 180	50000
GC Bhattu Kalan	LIBRARY GRANT	STATE GOVERNMENT	2016 365	200000
GC Bhattu Kalan	PLACEMENT CELL	STATE GOVERNMENT	2016 365	51000
GC Bhattu Kalan	AF	STUDENTS	2016 365	274660
GC Bhattu Kalan	RKF	STUDENTS	2016 365	8240
GC Bhattu Kalan	EWYL	STATE GOVERNMENT	2016 180	125000
GC Bhattu Kalan	SPORTS	STATE GOVERNMENTSTATE GOVERNMENTSTATE GOVERNMENT	2016 2	70000
GC Bhattu Kalan	SALARY OF TEMPORARY STAFF	STATE GOVERNMENT	2016 365	1969827
GC Bhattu Kalan	WOMEN CELL	STATE GOVERNMENT	2016 365	90000
GC Bhattu Kalan	CULTURAL ACTIVITES (HRD)	STATE GOVERNMENT	2016 2	30000
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View Link](View_Link)
10. Number of IQAC meetings held during the year :	**3**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View Uploaded File](View_Uploaded_File)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

Students are encouraged to attend the classes regularly and to participate in various curricular and cocurricular activities of the college. The regular attendance of the students are ensured. The IQAC regulates the processing of career advancement scheme of the teachers. Newly recruited teachers are encouraged for orientation programme.

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

Plan of Action	Achivements/Outcomes
To improve the college atmoshphere	**?The strength of the students in the classes is really increased Teachers attended STC,RC,OC etc. For CAS**
[View Uploaded File](View_Uploaded_File)	

14. Whether AQAR was placed before statutory body ?	**No**
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**
Date of Visit	**08-Apr-2016**
16. Whether institutional data submitted to AISHE:	**Yes**

Year of Submission	**2016**
Date of Submission	**03-Nov-2016**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**https://mis.highereduhry.ac.in/**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Our college is an affiliated college from Chaudhary Devi Lal University Sirsa. So, we need to strictly follow syllabus regime and guidelines prescribed by Chaudhary Devi Lal University Sirsa. Various meetings are held regarding syllabus in the university and modifications are accordingly done from time to time as directed by the University departments as required. Some teachers of our college are empanelled in paper setting and UG Board of University who join such discussions and meetings. The university departments give their recommendations and accordingly changes are incorporated as required. Teachers make lesson plans from the syllabus and deliver lectures according to this plan and adhere to it properly. Lesson plans are prepared and submitted to the Head of the Department and then Head of the department submit it to Principal. This process is followed by all departments of college for all the courses. Every teacher has to prepare and submit lesson plan to Head of the department timely and strictly adhere to the plan. Lesson plans are also displayed on notice boards for students so that they can easily & regularly check on which date what topic will be taught. All the information regarding syllabus, revision plans, presentation slots etc is mentioned in lesson plans. 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.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NA	**NA**	**01/07/2016**	**000**	**NA**	**NA**

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	**nil**	**01/07/2016**
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	nil	01/07/2016

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
nil	01/07/2016	0
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nill	nil	0
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	No
Teachers	No
Employers	No
Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
NA

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	COMMERCE	88	113	89
BA	ARTS	264	711	267
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of	Number of	Number of	Number of	Number of

	students enrolled in the institution (UG)	students enrolled in the institution (PG)	fulltime teachers available in the institution teaching only UG courses	fulltime teachers available in the institution teaching only PG courses	teachers teaching both UG and PG courses
2016	844	0	15	0	0

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
15	15	50	3	1	3
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Tutor play a great role in redressing to the complaints/suggestions of students. They also try to create an atmosphere of trust in order to ensure the overall development of students' personality. Keeping in view the wider interests of the students, the department has nominated tutors for the students. Students are at liberty to approach their tutors and come up with their suggestions for the betterment of the Department at large. Tutors, in turn, redress their grievances and develop an atmosphere which is most suited for a professional course. The mentor motivates and guides the students by discussing with them issues such as role of ICT, gender sensitization, utility of library, personal hygiene, use of daily routine of exercise and the niceties of the art of living. Students are also made aware of the job opportunities available and the role of soft skills in career development. The close ratio between the tutors and students helps the institution in maintaining discipline among students and in getting effective feedback on college activities and functioning regularly. The personal attention giving by the mentor helps the students in pursuing their studies and other activities in the institution in a comfortable environment.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
844	15	1:56

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
19	15	4	0	7

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2016	Sh. Dinesh Kumar	Associate Professor	Honored By ADC Fatehabad for his contribution in NANDISHALA
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	45	2016-17	13/05/2017	04/07/2017
BA	43	2016-17	31/05/2017	06/07/2017
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

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 from 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 syllabus 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.

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

The college decides academic calendar in the beginning of each session in accordance with the affiliating university schedule and the norms of Higher Education Department of Government of Haryana. The final semester exams are held in time. The odd semester examination begins in the 3rd or 4th week of November and continues till the end of December. The even semester exams are held in the month of May and June. 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.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

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

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage

| 43 | BA | Arts | 165 | 75 | 45.45 |
| 45 | BCom | Commerce | 40 | 19 | 47.50 |

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

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CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Total	0	0	0	0
Projects sponsored by the University	0	0	0	0
Industry sponsored Projects	0	0	0	0
Interdisciplinary Projects	0	0	0	0
Major Projects	00	0	0	0
Nill	0	0	0	0

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NA	NA	01/07/2016

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	01/07/2016	NA

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	01/07/2016

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International

0	0	0

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

Name of the Department	Number of PhD's Awarded
00	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	GEOGRAPHY, ENGLISH, PHYSICAL EDUCATION	4	00

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
00	0

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
00	0	00	2017	0	00	0
00	00	00	2016	0	00	0

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
00	00	00	2016	0	0	00
00	00	00	2017	0	0	0

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	3	21	2	1

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such	Number of students participated in such

		activities	activities
TirangaMarch	NSS	2	114
Swachchhta Pakhwada	NSS	2	114
Sardar Patel Jayanti Celebration	NSS	2	114
NSS Ist One Day Camp	NSS	2	114
literacy Program	NSS	2	114
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
00	00	00	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
WOMEN CELL	WOMEN CELL	EXTN. LECT. WOMEN EMPOWERMENT	1	322
NSS	NSS	HIV AIDS PAKHWARA	2	100
NSS	NSS	SWACHTA PHAKWARA	2	100
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
00	00	00	00
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
00	00	00	01/07/2016	31/03/2017	00
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
00	01/07/2016	NA	0
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
4610004	402663

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Classrooms with LCD facilities	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL 2.0	Fully	2.0	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	13977	0	756	89484	14733	89484
Reference Books	458	0	101	95544	559	95544
Library Automation	11170	148750	1532	19112	12702	167862
Weeding (hard & soft)	1718	42988	14	2874	1732	45862
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content

NA	NA	NA	01/07/2016

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	50	2	10	0	0	2	9	256	0
Added	0	0	0	0	0	0	0	0	0
Total	50	2	10	0	0	2	9	256	0

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

0 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
nil	http://gcbhattu.edu.in/MenuData?Menu=d5jo6AxztEo=

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
8240	6600	274660	335427

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The 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 conveners. The committees function independently for their allotted work under the overall supervision of Principal. The classrooms are occupied throughout the daily study hours and the timetable is so spread that the maximum utilization of them is ensured. The computers and other lab facilities are used by all the enrolled students in the practical groups of 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. A comparative large class room is used very frequently to conduct co-curricular and extracurricular activities round the year. 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. 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. Every year, the college gets grant for lab upgradation and purchase of library books. The college assesses time to time the need of the upgradation of ICT tools and makes efforts to get grants for such improvements. 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 of get quotations from open market, the comparing of rates to 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 and procedure for maintaining, utilizing and upgrading the mentioned facilities.

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

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Consolidated stipend scheme for SC students	185	2590000
Financial Support from Other Sources			
a) National	National Scholorship Portal	6	60000
b)International	NA	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
remedial coaching	01/09/2016	844	internal faculty
Personal Counselling and Mentoring	01/10/2016	844	Internal Faculty
Extension Lecture on Career Guidance	07/02/2017	356	Dr. Satya Paul
2 Days Workshop of Beautician	13/10/2018	342	Mrs. Reetu Soni (Sneha Beauty Parlour and Training Center
2 Days Workshop of Beautician	14/10/2016	342	Mrs. Reetu Soni (Sneha Beauty Parlour and Training Center
Extension Lecture on Women Empowerment	10/11/2016	342	Mrs. Suman Siwach

Extension Lecture on Personality Development	07/02/2017	844	Dr. Vikas Anand

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2016	EXTENSION LECTURE ON CAREER GUIDANCE	204	0	0	0

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NA	0	0	NA	0	0

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2017	19	BA/BCOM	ARTS/COMMERCE	VARIOUS COLLEGES AND UNIVERSITY OF HARYANA	MA/MCOM/ MSC GEOGRAPHY

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	3
Any Other	4

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year		
Activity	Level	Number of Participants
Photography	Institutional	9
Videography	Institutional	5
Quiz	Institutional	24
On the spot painting	Institutional	9
Poetical Symposium	Institutional	9
Speech	Institutional	8
sports	Institutional	34
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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2016	nil	National	Nill	Nill	00	NA
2017	nil	National	Nill	Nill	Nill	nil
2016	nil	International	Nill	Nill	00	nil
2017	nil	International	Nill	Nill	Nill	nil
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college did not have a formal student council during that time but we provide ample opportunities to students to work in tandem with teachers and other college functionaries. Students are involved in various academic, co-curricular and extra-curricular activities. Seminars, group discussions, practicals and active class participation provide students a fair representation in teaching learning activities. The designated cells, such as NCC, NSS, Women cell, Legal Literacy cell and various subject societies function with students' support as they are involved in planning, arrangement, conduct and reporting of events organized by these cells. Moreover, the students are involved in college administrative works by giving them responsibilities of various official works through Earn While You Learn scheme. Under this scheme, they not only get the remuneration for the work done but also get an opportunity to know about administrative work of the college. Their suggestions for the benefits of students are incorporated in the college functioning. Moreover, through students' assembly in the beginning of the session and informal teacher taught deliberations, students' opinion about college functioning is obtained and later on channelized for the quality enhancement of college activities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:
0

5.4.3 – Alumni contribution during the year (in Rupees) :
0

5.4.4 – Meetings/activities organized by Alumni Association :
00

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The Principal works as the Head of the Institution and according to the rules of Higher Education Department of the Government of Haryana. The Principal preside the chair in all the meetings of the college and follows the decisions taken in either staff council meetings or the meeting of the teaching staff. The staff council is a body of the 5-6 senior most staff members. The principal not only takes the advice of the council but 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. Various committees are constituted by the principal for the smooth functioning of various activities of the college. 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 the co curricular and extra curricular activities under the supervision of respective teacher in charge.

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

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
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.
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). The internal assessment process is transparent and marks are assigned as per the university set criteria of attendance, assignments and class test
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
Curriculum Development	Lesson plan of each subject is prepared in the beginning of each session and is followed in all respects. 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.
Library, ICT and Physical Infrastructure / Instrumentation	?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 are planning to make the Library air-conditioned so that student can be benefited. 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.
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.
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.
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.

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

E-governace area	Details
Planning and Development	For planning and Development the Higher Education Department is the main controlling authority. It sanctions various Funds and Grants electronically to the college and same are disbursed and utilized for the said purpose electronically.
Administration	Under the guidance of Higher Education Department, Principal keeps a close watch on all the cells Departments headed by the senior teachers of the college. Service record of teaching and Nonteaching faculty members is digitalized and online Biometrics Attendance of the staff has been implemented.
Finance and Accounts	The College is progressively adopting e-governance modules in finance and accounts Related matters. All matters related to the salary of its employees have already been digitalized. The pay bills are e-transmitted to the treasury and passed again in electronic medium. No cash transaction is allowed and the payment is made in the bank account of the respective employees. The government grants are sanctioned and disbursed through e-mode
Student Admission and Support	The students' admissions have been made online and the merit list for admissions can be seen through web link. The fees of the students whose names figure in the merit list is deposited only through e-challen. Moreover, the scholarship disbursement is also made through e-mode
Examination	The filling up of exam forms and the issuance of university roll no are through online mode. The students' roll

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2016	NA	NIL	NIL	0
2017	na	nil	nil	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2016	NIL	NIL	01/07/2016	01/07/2016	Nill	Nill
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
STC/FDP	3	01/09/2016	27/05/2017	269
Refresher	5	16/09/2016	07/06/2017	264
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GPF Advance Loan , House Building Advance Loan,	Festival Loan, Wheat Loan, GPF Advance Loan , House Building Advance Loan,	Various scholarship schemes i.e. NSP, Post metric, BC Scholarship, Free Bus Pass facility for Girls student.

6.4 – Financial Management and Resource Mobilization

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

> 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

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
nil	0	nil

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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	DGHE	Yes	IQAC
Administrative	Yes	DGHE	Yes	DGHE

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

nil

6.5.3 – Development programmes for support staff (at least three)

> Festival Loan, Marriage Advance Loan, GPF Advance, House Building Advance, Wheat Loan

6.5.4 – Post Accreditation initiative(s) (mention at least three)

> Efforts to upgrade physical infrastructure in the college. Digitalization of various functions and services of the college. To provide skill oriented quality education.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	API Score	12/08/2016	01/07/2015	31/03/2016	10

| 2017 | API Score Verification | 04/11/2016 | 01/07/2015 | 31/03/2016 | 6 |
| 2017 | API Score Verification | 17/11/2016 | 01/07/2015 | 31/03/2016 | 6 |

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Extn. Lect. On Women Empowerment by Mrs Suman Siwatch	19/10/2016	19/10/2016	375	469

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
1.Tree Plantation drive was organized in campus. 2. Green campus dream campus. 3. Plastic free college campus. 4. Join the green revolution and stop pollution.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	4
Provision for lift	No	0
Ramp/Rails	Yes	2
Braille Software/facilities	No	0
Rest Rooms	Yes	1
Scribes for examination	Yes	2
Special skill development for differently abled students	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	Nill	Nill	01/07/2	000	00	00	Nill

			016				
2017	Nill	Nill	01/07/2017	00	Nill	Nill	Nill

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Haryana Civil Service Rules-2016	19/07/2016	Apply on Haryana Government all groups Employees.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Extension lectures by faculty members	01/07/2016	30/06/2017	844

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

1. Tree Plantation every year in the month of July by Students and employees of the college. 2. Beautification of college campus by students and staff. 3.Tree plantation at public places by the the NSS (Boys and Girls) NCC units . 4.Increased the area of lawn in college campus. 5.Aware the students and community about cleanliness.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Describe at least two institutional best practices 1.College stakeholder tried their best to increase the ratio of girl students and in consequence the strength of girls students is increasing continuously. 2.Regular blood donation camps are organized . 3.Make Phone calls to the parents about absentee and progress of the students.

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

http://www.gcbhattu.edu.in/Admin/UpdateMultipleFiles

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

1.Students are motivated for participating themselves in creative activities like green campus campaign, parking management, cleanliness etc. 2.NCC boys unit of this college attracts more and more students to take admission in this college 3. Students participate in the various curricular, co-curricular, extra-curricular and sports activities in the college. Many of the boy students prepare themselves for various military services in the college sports ground and get selected for the same.

Provide the weblink of the institution

https://www.gcbhattu.edu.in/Home

8.Future Plans of Actions for Next Academic Year

1.Efforts are going on to start science faculty in the college. 2.To develop

more infrastructure in college campus. 3.Our main focus is on qualitative
education among students. 4.To improve students attendance in classrooms.

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