



## Yearly Status Report - 2017-2018

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	GOVT COLLEGE JIND
Name of the head of the Institution	Smt. Sheela Dahiya
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01681245581
Mobile no.	8298983967
Registered Email	bahlrajneesh64@gmail.com
Alternate Email	gc_jind@yahoo.co.in
Address	gohana road, jind
City/Town	jind
State/UT	Haryana
Pincode	126102
<b>2. Institutional Status</b>	

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr.Rajneesh bahl
Phone no/Alternate Phone no.	01681245581
Mobile no.	9416556700
Registered Email	bahlrajneesh64@gmail.com
Alternate Email	gc_jind@yahoo.co.in

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.naac.gov.in/">http://www.naac.gov.in/</a>
<b>4. Whether Academic Calendar prepared during the year</b>	No

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	75.9	2003	16-Sep-2003	15-Sep-2008

<b>6. Date of Establishment of IQAC</b>	21-Dec-2012
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### 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
GYANSHALA COACHING CLASSES	19-Aug-2017 2	35
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<b>8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.</b>
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Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
INSTITUTIONAL	EQUIPMENT/GRANT	RUSA	2017 1	2573916
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<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	Yes
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Upload latest notification of formation of IQAC	<a href="#">View File</a>
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<b>10. Number of IQAC meetings held during the year :</b>	5
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The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	No
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Upload the minutes of meeting and action taken report	No Files Uploaded !!!
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<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No
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<b>12. Significant contributions made by IQAC during the current year(maximum five bullets)</b>
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Educate the faculty about API Organised faculty development programme Verified the cases under CAS
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<b>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</b>
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Plan of Action	Achivements/Outcomes
IQAC GUIDED THE FACULTY MEMBER TO EQUIP THEMSELF ACCORDING TO THE VISION AND MISSION OF THE COLLEGE	FACULTY MEMBERS HAVE USED ICT IN TEACHING
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<b>14. Whether AQAR was placed before statutory body ?</b>	No
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<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
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16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	02-Feb-2019
17. Does the Institution have Management Information System ?	No

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

The college being affiliated to Kurukshetra University, Kurukshetra and CRS university, Jind follows the curriculum prescribed by the universities. Keeping in view the academic calendar of the universities, the institution develops and deploys action plans for effective implementation of the curriculum. • The advisory committee of the college under the chairmanship of the Principal discusses the contents of academic calendar released by the affiliating university. • The advisory committee under the chairmanship of the college Principal conducts protracted meetings with the Heads of the Departments to be prepared for effective implementation of the curriculum as per university and Higher Education Department, Govt. of Haryana directions. • In the departments faculty members are advised and directed by Heads to unitise the syllabus as per time schedule. • Faculty members are advised and encouraged to impart the curriculum through innovative teaching methods using ICT Edusat, Smart classrooms and presentations, assignments, discussions, workshops, seminars, apart from regular/traditional teaching methods of chalk and talk. • Keeping in view, the number of working days available, the faculty members are asked to complete the entire syllabus and curriculum by a given deadline. • Time table Committee prepares and present the detailed time table teacher-wise, subject-wise and department-wise. • To finalize the important dates for organizing the major functions of the college. • Induction programme of all students particularly at entry level is organized one day before the commencement of classes where necessary information is given to the students. • Each department of the college plans its own academic schedule which clearly mentions the topics to be taught and the amount of syllabus to be tested through weekly/monthly class tests, assignments to the students to test their intellectual caliber. • Students are assessed internally by the concerned subject teacher which forms 20% of the Maximum marks on the basis of assignments, class test and attendance as per university guidelines. • To ensure the congenial ambience of teaching learning process, the faculty members are assigned proctorial duties and their effective implementation is ensured by the Principal and the Chief Proctor. • Problems and suggestion of students regarding everything are collected by class In-charges. • At the onset of new session, induction programme is organized for extra-curricular activities viz. Cultural Activities, Sports Activities, by NSS, NCC, Women Cell, Red Ribbon Club, Legal Cell units of the college.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of	Duration	Focus on employ	Skill
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		Introduction		ability/entrepreneurship	Development
NA	NA	30/06/2018	0	0	0

## 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
PG Diploma	NA	01/07/2017

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
PGDCA	NA	01/07/2017

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

	Certificate	Diploma Course
Number of Students	823	22

## 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
B.Com	17/07/2017	200

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	NA	160

## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	Yes

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

Feedback Obtained
the institution has developed no formal feedback system. the faculty members interact with the learners and collect feedback directly from them whether they are getting what teacher is telling them or not. Faculty members then collect their socio economic conditions and environment. then the same is discussed with the Principal and if situation arises in the college council meeting and staff meetings. The problems raised by students are sorted with priority. If

situation demands, then the same is discussed with administrative authorities and Departmental authorities. on the basis of the feedback, slow learners and advance learners are grouped by teachers at their own level and they are being attended properly. Students from marginalised section of the society have been granted scholarships to meet their expenses and girls students are motivated to participate in every event organised by the institution for their empowerment and development.

## 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	NA	280	437	246
MA	NA	160	430	160
BA	NA	580	1554	630
BSc	NA	450	1209	495
BCA	NA	60	126	66
PGDCA	NA	60	86	66

### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	3682	325	33	12	12

### 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
45	13	6	10	5	3

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

yes, Students mentoring system available in the institution. We have a streamlined mechanism for continue monitoring and evaluation of the students. After admission at the entry level a mentor is allotted to each and every student. The mentor keep the profile of students,. They try to sort out their problems in a caring way by discussing these at departmental level. The teachers in the classes identity the slow learner and advance learners by applying traditional methods. Mentors receive grievances of the students and bring them in the notice of the college authority for their redress al. These complaints are well attended and solutions provided. Mentorship is a relationship in which a more experienced or more knowledgeable person helps to guide a less experienced or less knowledgeable person. The mentor may be older or younger than the person being

mentored, but he or she must have a certain area of expertise. It is a learning and development partnership between someone with vast experience and someone who wants to learn. Interaction with an expert may also be necessary to gain proficiency with/in cultural tools. Mentorship experience and relationship structure affect the amount of psychosocial support, career guidance, role modeling, and communication that occurs in the mentoring relationships in which the protégés and mentors engaged. The college student mentor is both a friend and a role model who supports and encourages a younger partner in his/her academic and personal growth. The mentor is also a guide who helps a young person make the difficult change from childhood to adolescence, from elementary to middle school to high school. Mentors and young people develop their relationships as they participate together in social, cultural, and recreational activities, community service projects, tutoring, or any of the many different activities that friends enjoy. Whatever the activity, mentoring provides guidance and support to vulnerable adolescents and establishes service as an integral part of student life and the college experience.

College campuses have a rich variety of academic, cultural, and recreational resources to expand a child's horizons. College students make excellent mentors because they are close enough in age to young people to establish strong relationships, yet mature enough to offer guidance. Campusbased mentoring supports good citizenship. When mentoring programs combine work in the community with training and reflection, mentoring becomes a "real life" learning experience and a first step in a lifelong commitment to service. There are so many benefits of mentoring system i.e. Gain personal satisfaction Develop patience, insight, and understanding Learn lessons in citizenship through work with the community May experience a cultural, social, or economic background different from their own Improve leadership and communication skills Gain experience for future careers in public service, social work, teaching, and more. Receive academic help Learn study skills Improve social skills Have the attention of another caring adult Discover new options and opportunities Set goals for the future. Form stronger ties with their communities Build better citizens through responsibility and service Term potential school dropouts into potential college students etc.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4007	45	89

## 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
107	45	62	0	18

### 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
2017	NA	Lecturer	NA

## 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
PGDCA	CS DE	YEAR	17/07/2017	28/04/2018
BA	BA	semester	17/07/2017	28/04/2018
BSc	BSC	semester	17/07/2017	28/04/2018
BCA	BCA	semester	17/07/2017	28/04/2018

BCom	BCOM	semester	17/07/2017	28/04/2018
MA	MA	semester	17/07/2017	28/04/2018
MCom	MCOM	semester	17/07/2017	28/04/2018

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Centralised Evaluation System designed by Kurukshetra University, Kurukshetra and CRS university, Jind is followed by the college. As per the university norms, Internal evaluation involves 20 marks in each paper which are given by the teacher teaching a particular subject. For this, Internal assessment, the students are required to submit two handwritten assignments in each subject along with a compulsory test. In addition, attendance in the class is also important component for internal evaluation of the students. The institution has a transparent mechanism for communicating the process of evaluation and reforms to the students. This is executed in the following ways. ? The orientation/ induction program is organized for new entrants in the beginning of academic session. During the induction, the procedures and guidelines of evaluation are explained. ? On commencing of semester, faculty members in their classes explain the details regarding the process of evaluation. The same has been displayed on flex as an Important Notice. ? The Registrar, House Examination committee are responsible for handling the internal Assessment. ? Major evaluation programmes/reforms of the affiliating university that the institution has adopted include issue of single roll number throughout the degree programme, increase in the percentage of pass marks, revaluation of answer sheets and restructure of subject combinations to curtail the examination duration ( long duration of exams of over two months) and to increase the effective teaching days. ? Provision of special mercy chance for slow learners and drop outs are some of the major university evaluation reforms. ? The notifications, directions and reforms (if any) from the Universities are duly notified by the Principal to all the faculty members and also displayed on Notice Board. ? Internal Assessment record is shown to the students before it is forwarded to the university. ? All the grievances/discrepancies in the internal assessment records are taken up the Examination Committee and forwarded to the concerned teacher. The college adopts Formative and Summative evaluation approaches to measure student achievement in a course. Formative evaluation designed to test the cognitive skills of the students is based on class tests, assignments, field surveys, seminars, group discussions and practical experiments. Continuous internal assessment having 20 weight age as compared to 80 summative evaluation ensures punctuality and regularity in the class. It motivates the student making him innovative and improving his performance in the final examination.

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

The instituton adhered to the calender provided by the affiliating university for the academic session 2017 18. at the beginning of the session all the faculty members prepared their lesson plans and the same was displayed for the students. the students were communicated what they will learn in the next lecture so that they can come prepared with extra preparation on the topic and after every lecture their doubts were solved by the concerned teacher. All their queries about the topic have been discussed in the class or in tutorial groups by the concerned person. they are encouraged to ask questions in the class. they were given assignments to understand the topic in abetter way. examples from daily life were cited for better understanding of the subject. group discussions and mock tests were organised to enhance their competitiveness.



## 2.6 – Student Performance and Learning Outcomes

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

<https://higherduhry.com/index.php/colleges?cid=157>

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
BSC	BSc	NA	381	259	67.97
MA	MA	NA	23	21	91
MCOM	MCom	NA	35	30	85.71
BCOM	BCom	NA	248	166	66.93
BA	BA	NA	452	126	27.87
BCA	BCA	NA	41	14	34.14

## 2.7 – Student Satisfaction Survey

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

<https://higherduhry.com/index.php/colleges?cid=157>

## 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

### 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	30/06/2018

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	0	30/06/2018	NA

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
0	NA	NA	NA	NA	30/06/2018

### 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
NA	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)
International	commerce	3	5.35

#### 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
NA	0

#### 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
NA	NA	NA	2017	0	0	0
NA	NA	NA	2018	0	0	0

#### 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
NA	NA	NA	2017	0	0	0
NA	NA	NA	2018	0	0	0

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

Number of Faculty	International	National	State	Local
Presented papers	0	5	0	0

### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
swachh bharat , beti bachao beti padhao , blood donation , literacy drive , awarness rallies etc	NSS,NCC, women cell etc	15	1200

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
NA	NA	NA	0

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/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
swachh bharat , bet bachao beti padhao awarness rallies etc	NSS,NCC, women cell etc	seminar , Group disscion , rallies, one to one contact etc	20	900

### 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
NA	0	NA	0

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
NA	NA	NA	01/07/2017	30/06/2018	0

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
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NA	30/06/2018	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
25.73	25.73

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Partially	2.0	2012

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	86118	0	883	0	87001	0
Reference Books	518	0	0	0	518	0
e-Books	135000	0	0	0	135000	0
Journals	47134	0	0	0	47134	0
e-Journals	60000	0	0	0	60000	0
Library Automation	45829	0	0	0	45829	0

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
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NA	NA	NA	30/06/2018
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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	187	5	20	20		4	9	2	45
Added									
Total	187	5	20	20	0	4	9	2	45

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

2 MBPS/ GBPS
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##### 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
NLIST	<a href="https://iproxy.inflibnet.ac.in/menu">https://iproxy.inflibnet.ac.in/menu</a>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1161	984	176	108

##### 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 physical facilities including Laboratories, Classrooms and Computers etc. are made available for the students those who are admitted in the college. The students seek admission to desired courses including a laboratory curriculum so, they are charged for the laboratory expenses at the time of the admission as suggested by the University in addition to that a nonsalary grants are allocated for the maintenance of the laboratories and the classrooms which a part of the teaching and the learning processes. The maintenance and the cleaning of the classrooms and the laboratories are done with the efforts of the nonteaching staff. The college garden is maintained by the gardeners hired by the institute. The college has adequate number of the computers with internet connections and the utility softwares distributed in different locales like office, laboratories, library, departments etc. All the stakeholders have equal opportunity to use those facilities as per the rules and the policies of the institution. The central computer laboratory connected in LAN is open for the students as time permits them, the office computers which are also connected through the LAN is consisting of the office software making work easier and systematic are restricted their use only to the appointed office staff. Vendor supplying the computers and other apparatus is required to maintain them during period of guarantee and after this maintenance is the responsibility of the committee duly constituted for this purpose. The ICT

Smart Class Rooms, CCTV surveillance and the related systems are maintained with hiring local service provider. Electrical and the Plumbing related maintenance is done with the help of skilled persons of PWD (BR) department. Academic and Sport Facilities Access to library is permitted to all students as college claims library fee from students. The activities like fumigation and keeping library clean is done frequently by library staff. Deptt. of Physical Education and Sports hires Coaches of the different games and sports assistance for encouraging sports.

<https://higherduhry.com/index.php/colleges?cid=157>

## 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	PFMS OBC and SC	1544	437390
Financial Support from Other Sources			
a) National	0	0	0
b) International	0	0	0

#### 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
Legal Right of Woman	12/10/2017	200	woman cell govt college jind
personel counselling	26/07/2017	40	Dept. of Eco.
Language Lab	25/07/2017	250	Dept. of English
Gyanshala	21/08/2017	35	Dept. of Eco.

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Gyanshala	355	355	20	6

#### 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		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NA			NA		

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	3	B.A	ART	Govt college jind	MA

### 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
Any Other	0

### 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
kho kho intercollege	intercollege	100
Annual Athletic Meet	college	450
jasan e azadi	college	225
Partibha khoj partiyogita	college	400
hindi diwas	college	85
pandit deendayal upadhaya jayanti	college	135
ekta diwas	college	340
bhutashwar utshav	college	450
Rangoli Partiyogita	college	20

## 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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	silver	National	1	0	92520213	ritika
2018	bronze	National	1	0	92520260	annu

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

NA

## 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

85

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

01

## 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 institution has been catering to the needs of society by producing human resources empowered with scientific skills blended with ethical values. The institution is earnestly endeavouring for the overall development of the students, by producing rational and responsible citizens with graduate attributes. Academic pursuits along with physical, mental and moral growth of students are the forte of our institution, thus preparing the students to face successfully the challenges of changing social scenario and for the progress and prosperity of the nation. The top management of the institution is the Higher Education Department of Haryana. The academic leadership provided to the faculty involves appointment, placement and transfer of teaching and nonteaching staff, arranging the National seminars, workshops, orientation and refresher courses. These efforts of the Department inculcate the feeling of responsibility and enhancing the efficiency of the concerned. The Principal who is the academic and administrative head of the institution has to function in an independent manner to some extent under the guidelines and directions of Higher Education department, Haryana to fulfill the vision and mission of the college. The Principal maintains proactive role in encouraging and motivating all faculty members for overall academic growth and development of the college. Regular meetings are held to discuss the needs of infrastructure, manpower, new developments for the ensuing academic session and accordingly approvals are accorded by them, keeping the need based requirements on priority. The Principal ensures that all provisions of the university by laws, the statutes and the regulations are observed. The Faculty is actively involved in decision making process. The teachers of various committees under the leadership of conveners held periodic meetings and suggest their recommendations to the Principal before arriving at suitable decisions for implementation. The Bursar of the College frequently interacts with the Principal on account of proposals on infrastructural facilities, funds received and the expenditures incurred for better financial Management and accountability. The college has an elaborate mechanism of committees and designated cells to provide operational autonomy to different organs including department for having efficiency in college working. Efforts are made to resolve routine matters at branch levels so that the



principal is free to oversee overall management of the college within broad insight of its mission and objectives. Senior most teacher of the department works as the head of the department and enjoys full freedom to utilize departmental resources, take decisions regarding up gradation of existing facilities and makes purchases as and when required in consultation with the head the college. Matters which need staff attention are discussed in general staff meetings. The College encourages active participation and involvement of all the staff members in meetings where they are persuaded to contribute by sharing their views and valuable suggestions. The college observes the following level of hierarchy for promoting a culture of participative management in an efficient manner: HEC> Principal > College Council > Committees > Administrative/Nonteaching staff> Ministerial staff.

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

Partial

## 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
Library, ICT and Physical Infrastructure / Instrumentation	provided internet connection to the faculties and students.

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

E-governance area	Details
Student Admission and Support	online admission

## 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
2017	NA	NA	NA	0
2018	NA	NA	NA	0

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

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	Number of teachers who attended	From Date	To date	Duration
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development programme				
SHORT TERM AT KUK	1	22/06/2017	28/06/2017	9
HIPA TRAINING	1	07/05/2018	11/05/2018	5
REFRESHER COURSE	1	03/07/2018	23/07/2018	21

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
42	87	27	38

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
NA	NA	NA

#### 6.4 – Financial Management and Resource Mobilization

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

NA
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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
No Data Entered/Not Applicable !!!		

6.4.3 – Total corpus fund generated

0
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#### 6.5 – Internal Quality Assurance System

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

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

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

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

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

NA
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6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	BLOOD DONATION CAMP	27/09/2017	27/09/2017	27/09/2017	200
2017	ROLE OF MAHATMA GANDHI IN FREEDOM	02/10/2017	02/10/2017	02/10/2017	185
2017	BLOOD DONATION CAMP	27/09/2017	27/09/2017	27/09/2017	200
2017	ROLE OF MAHATMA GANDHI IN FREEDOM	02/10/2017	02/10/2017	02/10/2017	185

**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
BA	17/07/2017	30/06/2018	250	125
BCom	17/07/2017	30/06/2018	145	55
BSc	17/07/2017	30/06/2018	60	45

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
0

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages	Number of initiatives taken to engage with and	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
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	and disadvantages	contribute to local community					
2017	0	0	30/06/2018	000001	0	0	0

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

Title	Date of publication	Follow up(max 100 words)
NA	30/06/2018	NA

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
programmes on being trustworthiness, respectful to others, enhancing the sense of responsibility, fairness, caring and how we can be true citizens of our nation	17/07/2017	30/06/2018	2200

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

encouraging the students to use bicycle, public transport. Faculty members pooling their vehicles for coming to college. discouraging the students to use polythene material collecting the waste seperately growing more and more trees.

**7.2 – Best Practices**

7.2.1 – Describe at least two institutional best practices

Participative Management. Rainwater Harvesting Eco Volunteers. Direct Benefit Transfer.

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

**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

Top management involves the Higher Education Authorities of Haryana Government, the Principal and the faculty members along with non teaching and administrative staff of the college. The basic policy and plans as dictated by the Higher Education Authorities are translated and implemented in letter and spirit with the constant and combined efforts of college administration, faculty members and other non teaching staff for the better academic ambience and maximum welfare of the students. College promotes a culture of participative management and Principal delegates the power to the staff in different committees These constant efforts enable the students to remain in consonance and harmony with the changing requirement and scenario of the society. Strategy Development and Deployment: The college has a clear and

welldefined system to monitor and evaluate the effectiveness and effective implementation of the policies and plans of the institution. The college ensures that the desired objectives are being achieved through the IQAC. IQAC conducts a selfevaluative exercise for all the departments to draw a potential map of the strengths and weaknesses of the functioning of the college in various areas. Various committees like Examination Committee, Academic Audit Committee, Research Committee, and Students Welfare Committee which have been established to facilitate efficient and smooth functioning of the college also evaluate the performance in their respective areas and submit the reports to the Principal. Faculty Empowerment Strategies: The top management is fully aware of the fact that updating of knowledge base and skills is not only desirable but also imperative to face the challenges of this constantly changing world. The institution ensures the professional development of the teaching and non - teaching staff by • Allowing the faculty members to attend orientation and refresher courses, seminars, workshops, training and induction programmes so as to enhance their professional skills. • Financial Aid in the form of TA/DA honorarium, reimbursement of registration fee and duty leave are some of the efforts to enhance the professional development of the staff. • The non teaching staff has been trained in the latest ICT computer, internet, online system of esalary, DBT to promote efficiency and remove red tapism in academic and administrative affairs. Our faculty members are active life members of various subject associations at national level, literary bodies and NGOs.

Provide the weblink of the institution

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

The college has a clear and welldefined system to monitor and evaluate the effectiveness and effective implementation of the policies and plans of the institution. The college ensures that the desired objectives are being achieved through the IQAC. IQAC conducts a selfevaluative exercise for all the departments to draw a potential map of the strengths and weaknesses of the functioning of the college in various areas. Various committees like Examination Committee, Academic Audit Committee, Research Committee, and Students Welfare Committee which have been established to facilitate efficient and smooth functioning of the college also evaluate the performance in their respective areas and submit the reports to the Principal.