SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

GOVERNMENT COLLEGE

GOVERNMENT COLLEGE, SECTOR-1, PANCHKULA
134109
gcpanchkula.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

September 2020

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Government PG College, Sector-1, Panchkula has traversed a long and arduous journey from a humble rented premise in 1983 to a sprawling lush green campus spread over an area of 12.5 acre . The college has been awarded A+ Grade in PRaYAAS(Performance Rating Yardstick for Academic Audit Standards) Framework of Department of Higher Education, Haryana.

This a co-educational college caters to the needs of more than 2400 students of Panchkula and nearby areas and offers 6 Post Graduate courses and 5 Under Graduate courses. Besides these traditional courses the college also runs professional courses like B.P.Ed, PG Diploma in Journalism and Mass Communication, PG Diploma in Computer Application and the newly introduced PG Diploma in Translation to equip our students with the more advanced and better skills and give them a competitive edge over others in today's highly competitive global economy.

The college has a very sound and strong infrastructural base with an Administrative Block, an Arts Block, a Science Block, a Commerce Block ,an IT Block, a Seminar-cum-Conference Hall, an Auditorium, a well furnished Staff Room, a two-storey Library, Boys' Hostel, a Day Care Centre and a Canteen. It has well equipped Science Labs, a Language Lab and Smart Classrooms. There is STARTUP-INCUBATOR-CUM-CENTRE OF EXCELLENCE, to promote self employment and entrepreneurial competencies in the youth of Haryana. With a sitting capacity of 80, it has state-of-the-art infrastructure, a recreational area and a mentoring room. This year a rooftop grid connected 45 KW solar power plant has been installed on the roof of Arts Block with an approx. cost of Rs 20 lakhs.

The college offers quality education and works for the holistic development of the rural students. Various committees, clubs and departments organize a variety of competitions, extension lectures, expert talks, cultural events, celebration of significant days etc. Even during lockdown the teachers have been meeting online classes via digital platforms and have been constantly in touch with the students through WhatsApp groups, emails, video- audio calls etc. To keep them engaged many webinars and other activities have been conducted by various teaching departments of the college.

Vision

Our Vision is to create and sustain an institute par excellence dedicated to value based education that juxtaposes professionalism with humanism and to pursue unending quest for ever expanding landscape of knowledge.

Mission

To empower youth to transform challenges into opportunities.

To shape their aspirations and long cherished dreams.

To promote and develop balanced, harmonious, law abiding and concerned citizens.

To provide quality education and encourage creative exploration making use of available technology.

To focus on academic excellence and skill development so as to prepare them for the challenges of outer world.

To expand the range of courses/subjects for the students.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. **Unique situatedness** catering to the educational needs of students of three states Haryana, Himachal Pradesh, Punjab and UT Chandigarh.
2. **Nodal Centre, due to proximity to Directorate, for all Pilot Projects**, digital as well as others, initiated by the Department of Higher Education like 'PATANG' for Passport Facility, 'YOUR DOST' App. and ERP Modules etc.
3. Declared as **'College with Potential for Excellence'** by State Government and to be developed as a **'Model College'.**
4. **First Startup-cum Centre of Excellence** to promote entrepreneurship amongst students of four colleges of the district.
5. **Availability of Cinder Track, Two Roof Top Solar Power Plants (30 KW & 45 KW) and Two Water Harvesting Units.**
6. **AC Library** and **IT Block** with **Divyaang** friendly **ramps and toilets.**
7. Only Government College in state with **B.P. Ed course ,**and one of the best Sports and Cultural Department having **International and National level achievements**.
8. Newsletter **Campus Buzz**: To gain practical experience in news writing.
9. MOU related to **Spoken Tutorials** signed between IIT Bombay and Department of Higher Education, Haryana.
10. Existence of **Language lab for improving the communication skills and Departmental libraries** in P G departments
11. **Boys' Hostel** with mess and reading room facility.
12. **Very strong NCC (Boys') Unit** which participates in the District level Independence and Republic day parades and brings laurels for the college.
13. **College magazine *PANIP*** : A solid platform for students to showcase their writing skills.
14. **Existence of various Cells/Committees and clubs** for overall grooming and development of the students like **Counselling Cell** to address Psychological issues**, Placement and Career Guidance Cell**, **Eco Club** for generating sensitivity towards environment protection, **Quest Committee** to inculcate moral and ethical values, **Subject societies** for students to encourage them to show case their leadership quality, talent and to increase their knowledge, **'Women Studies and Development Cell'** and **'Prevention of Violence against Women and Sexual Harassment Cell'** to address all kinds of issues related to girl students like eve-teasing and sexual harassment and a **Grievance Redressal and Anti-ragging Cell** to redress students' grievances.

Institutional Weakness

1. Shortage of transport facilities for students coming from distant areas.
2. Limited role in designing the curriculum as institution is an affiliated college.
3. Permission to start new courses to be taken from government, thus limiting the role of college in introducing job-oriented courses.
4. No permission or approval by affiliating university to guide Ph.D and M.Phil students.
5. Shortage of Non-teaching staff leading to increased burden on teaching staff.
6. The college has a shortage of regular teaching staff thus depends upon guest faculty and extension Lecturers
7. Students who seek admissions have rural background with little inter-personal skills leading to lack of self confidence and hence exhibits poor performance during exams and placements.
8. Non availability of Common Room for boys.
9. Lack of Girls' Hostel.
10. Non-availability of Institution's own Vehicle/Bus

Institutional Opportunity

1. Opportunity to provide higher education to the less resourceful rural population as majority of students comes from underprivileged and low income group.
2. Presence of vast number of colleges in Chandigarh and in Haryana near Panchkula gives students a good competition and awareness.
3. Opportunity to harness research facility available in Chandigarh.
4. Opportunity to improve efficiency due to automation and computerization of administrative process.
5. Active role of Alumni in mentoring can be further explored.
6. Employment opportunities to students due to the availability of industrial hub Baddi (H. P.) and tourist destinations around Panchkula.
7. Easy opportunity for industrial visits due to proximity to industrial areas in Panchkula, Chandigarh and Baddi in H. P.

Institutional Challenge

1. Close proximity to Chandigarh which is first priority of meritorious students while opting for admissions.
2. Opening up of new colleges in nearby areas poses a challenge in maintaining the student strength.
3. In the modern ever-changing technical era, ever changing aptitudes and reducing interest of the students towards traditional courses like those provided by this college.
4. Semester system is the biggest threat and has led to the lowering of pass percentage as the students get admission to the next class without fully passing the previous class.
5. Due to shortage of ministerial staff, teachers have to perform non-teaching work which leaves them with little time for research work and other academic works.
6. Escalating prices and limited grants are a cause of concern.

Technological advancements make it difficult to keep pace with rapidly changing technology

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college is affiliated to Kurukshetra University, Kurukshetra and strives to offer curricular diversity within the guidelines of the affiliating university and the Directions of the Department of Higher Education, Haryana.

This is one of the few colleges in Haryana that offers maximum subject combinations of electives in UG programmes. In recent years various **'Value Added'/ Certificate programmes** have been started to make learning skill-oriented. **New UG, PG and Diploma programmes** are introduced from time to time as per the demand and suggestions of all the stakeholders.

The broad vision of institution regarding academic excellence and overall personality development of students is manifested in its activities. Academic activities are supplemented with extension activities entwined with co-curricular activities. **Academic and Activity Calendar** is prepared at the start of every session and is adhered to in order to bring out the best results. A two days' **Orientation Programme** '**Deeksha'** is organized for new students to facilitate their adjustment in the new environment and make them aware of various services offered by the college, like the Scholarship Schemes, Mentorship Programmes, Web Portal, Passport Facility, Incubator Centre, Internet Facility, Subject Societies and Cell, Language Lab, Library, Sports, NCC, NSS, Boy's Hostel, Girls' Common Room etc.

The faculty is driven to deliver the curriculum in a comprehensive manner, keeping in view the needs and abilities of slow as well as advanced learners. **PTM, Alumni Meet, Mentor-Mentee** meetings provide a comfortable platform to keep connected with all the stakeholders in order to get their **feedback** as a valuable tool to enhance performance.

Interactive and inspirational lectures are regularly organized with an aim to inculcate the moral and spiritual values in students. Students are guided to enhance their capacity through **Yoga, Meditation and Stress Management techniques**. Every year, the staff and students of the college participate in the **International Yoga Day** and this year, due to the pandemic, Yogasanas were shared virtually keeping in view the theme of **'Yoga from Home'**. The college also conducts **Field trips, Workshops and Extension lectures** which help in capacity building of students .

Teaching-learning and Evaluation

The college caters mainly to the students from the local community and the rural areas surrounding Panchkula, though students from neighbouring states also take admission. On an average approximately 2600 students are enrolled in the institution every year.

The Institution contributes to national development by providing quality education using latest tools to empower the students, many of whom belong to poor socio-economic background. The well qualified faculty uses student–centric approach to enhance their capabilities. Right from admission, **assistance is provided in filling up on-line admission forms** and information / guidance is offered in selection of subjects. **NSS volunteers are deployed to help candidate**, particularly, socially and physically challenged candidates.

Teachers use various methods like **group discussions, quizzes, debates, experiments, practicum** etc. to arouse critical thinking in learners and enrich their learning experiences by providing them contemporary

educational technologies. As the teaching faculty is encouraged to attend trainings to learn use of Information and Communication Technology (ICT) optimally, there has been an incremental increase in ICT enabled infrastructure in the college. The time table is planned to ensure optimal utilization of all smart classrooms. Most of the faculty uses e-learning such as smart classroom, power point presentation, YouTube video links and WhatsApp messages to satisfy the queries. The student's presentation, group discussions, webinars and quizzes are also organized by faculty members for interactive learning. All laboratories are well equipped. The students are evaluated formally and informally.

Internal assessment is done in a transparent and fair manner according to university guidelines. The marks of internal assessment are entered on the university portal and the record of the same is also kept in the college. The faculty made special efforts to establish connect with students during lockdown to keep their morale high and involve them in constructive activities like Poster Making / Slogan Writing / Animated Video Competitions. Teachers also completed the syllabi and organized and attended on-line FDPs .The Mentors frequently interacted with students regarding their well- being and studies. IQAC organized 5 days' workshop for the staff on e-content development so that teachers can develop study material for On-line teaching.

Research, Innovations and Extension

The criteria comprises Research, Innovations and Social outreach Practices conducted by the college. The college encourages its teachers to take part in research projects throughout the academic session by organizing workshops and sensitization programs to create research spirit. Faculty members publish papers, chapters, review articles in the renowned National and International journals. Many of them are diligently involved in artistic and inventive research as every year we have several book publications by the faculty members. To enhance the research environment various departments of college organise National and State level seminars and workshops every year.

To promote innovation and entrepreneurship skills among students, Startup **Incubator cum Centre of Excellence** is established at college, it helps new business enterprises and startups proposed by students and also facilitates them with the supervision of eminent mentors.One of them is Medicove Healthguard India Pvt. Ltd. It is a platform to assist the healthcare sector for their regulatory requirements, It is an ambulance aggregator and now has also launched a mobile application with new services and is available on Android and IOS platforms.

Currently we have 20 fully operating and 2 in progress projects under the umbrella of Startup Incubation. The centre provides guidance regarding government compliance, regulations, and procedures to establish new businesses to the aspiring students cum entrepreneurs.

Regular job fairs are being organised on a grand scale to provide opportunities to the students of final year graduation and post graduation. Massive participation of candidates from different colleges can be witnessed in these career expos.

Social welfare is the prime motto for which numerous committees have been in place to facilitate the outreach extension activities. NSS Unit, NCC Contingent, YRC, Red Ribbon Club are actively involved in extension activities through which college renders community services. Besides organizing blood donation camps, cleanliness drives, environmental awareness programs and helping in disaster management, the college has also adopted villages Moginand, Chandikavaas and Majiri for community volunteering.

The Criteria 3rd in the Self Study Report reports about all the above mentioned aspects of inclusive teaching and learning in qualitative and quantitative approach.

Infrastructure and Learning Resources

The college strives to bring quality higher education, especially to rural students and motivate them by providing the scholarships to SC, BC and meritorious students. Various activities are organized under capability-building and skill-enhancement programs. To develop life skills, training for basic yoga, stress management, meditation and self defence have been given during the last five years. A Webinar-cum-Workshop, **'TECHNOTSAV 2020'** was organised during Covid-19 to make the students proficient in use of ICT tools. **'Pratham Yuva Udyamotsava'** was organized to celebrate the Diwali festival in the session 2019-20 where students set up their stalls. Lecture-cum-Training on Windrow Composting under the guidance of Dr. Vishal Sharma, PGCG-11, Chandigarh was also imparted to B.Sc (Med) students.

Workshops to improve interview and resume-writing skills, organised by Career Guidance and Counselling, have benefitted large chunk of students. Activities such as extension lectures by various resource persons were organised for career counselling of students. Start-up India was initiated by college under CM happening Haryana initiative.

Annual committees are constituted which follow a transparent and standard mechanism for timely redressal of students' grievances. Student's grievances can be submitted online as well as offline.

Students have outshined in academics, sports and cultural competitions. Many have qualified UGC-NET in subjects of Commerce, Political Science, Psychology and Economics. The students have also won a number of National and International awards for outstanding performance in sports/cultural activities. Some players of National repute (Amanjot, Pradeep Mor) and International repute Ravi Kant, (Boxing), Ritu Rani (Wrestling), Vikas Kaushik and Rimpy Dabbas (Hepthalon) belong to the college. In cultural activities, Nitin, a Kathak Dancer represented college at National and International level (SAUFEST) in 2018-19.

Institute facilitates students' representation and engagement in IQAC, YRC and Write off Committee and Auction Committee.

There is an Alumni association which contributes significantly to the development of institution by providing support services. During 2019-20, four students were given financial support of Rs.27083 in total by Mr. Kuldeep Thakur.

Student Support and Progression

The college strives to bring quality higher education, especially to rural students and motivate them by providing the scholarships to SC, BC and meritorious students. Various activities are organized under capability-building and skill-enhancement programs. To develop life skills, training for basic yoga, stress management, meditation and self defence have been given during the last five years. A Webinar-cum-Workshop, **'TECHNOTSAV 2020'** was organised during Covid-19 to make the students proficient in use of ICT tools. **'Pratham Yuva Udyamotsava'** was organized to celebrate the Diwali festival in the session 2019-20 where students set up their stalls. Lecture-cum-Training on Windrow Composting under the guidance of Dr. Vishal Sharma, PGCG-11, Chandigarh was also imparted to B.Sc (Med) students.

Workshops to improve interview and resume-writing skills, organised by Career Guidance and Counselling, have benefitted large chunk of students. Activities such as extension lectures by various resource persons were organised for career counselling of students. Start-up India was initiated by college under CM happening Haryana initiative.

Annual committees are constituted which follow a transparent and standard mechanism for timely redressal of students' grievances. Student's grievances can be submitted online as well as offline.

Students have outshined in academics, sports and cultural competitions. Many have qualified UGC-NET in subjects of Commerce, Political Science, Psychology and Economics. The students have also won a number of National and International awards for outstanding performance in sports/cultural activities. Some players of National repute (Amanjot, Pradeep Mor) and International repute Ravi Kant, (Boxing), Ritu Rani (Wrestling), Vikas Kaushik and Rimpy Dabbas (Hepthalon) belong to the college. In cultural activities, Nitin, a Kathak Dancer represented college at National and International level (SAUFEST) in 2018-19.

Institute facilitates students' representation and engagement in IQAC, YRC and Write off Committee and Auction Committee.

There is an Alumni association which contributes significantly to the development of institution by providing support services. During 2019-20, four students were given financial support of Rs.27083 in total by Mr. Kuldeep Thakur.

Governance, Leadership and Management

The college strives to turn its vision and mission into reality through designing various curricular and co-curricular activities. Decentralization and participative management of our college is illustrated in the case study of Mega Job Fest. The major strategic deployments include inauguration of new IT-Block, Computerization of Library and Upgradation of Science Laboratories. The head of the institution is Principal. Our institution implemented e-governance in areas of operation i.e. Planning and Development, Administration, Finance and

Accounts, Student Admission and Support and Examination. All kinds of

leaves, funds, schemes, allowances, increments, incentives and facilities as permissible under state government rules are made available for staff. The institution provided financial support to staff for attending conferences/workshops. organised Training /Workshop for AISHE/ERP/LMS/Online ACR/Online Admission/Scholarship/FDP's and Technotsav for Staff. ACR's are filled online by the staff. Non-teaching staff is assessed according to the works assigned to them. Grades are assigned by the Principal. Internal and External Audits are done regularly and audit objections are studied in depth and reasons for the objections are traced and detected. Then the responsibility is fixed and

recoveries are made as per the norms. The institution received Funds / Grants from non-government bodies/ individuals. IQAC of the college streamlined the process of API score verification of the staff. It also took an initiative regarding the augmentation of the infrastructure along with developing and maintaining green campus. Mobilisation of Funds in the institution is done from time to time. It is evident in various Seminars/Conferences and the amount given by IGNOU /NCERT to the college.

The college has contributed a lot during the preceding five years with regard to quality and post accreditation quality initiatives. Mentor-Mentee groups have been constituted in the college and Tutorial group meetings are regularly conducted from time to time for the welfare of the students. New courses have also been introduced in the college and the seats in different courses have also been increased.

Institutional Values and Best Practices

The best practices of the institution are evident in its gender-equity programs, green and eco-friendly practices, and, inclusive environment for all genders irrespective of caste, creed and physical capability.

A safe and free environment is ensured for the girl students by strategically placed **CCTV Cameras**, a **Pink PCR**, and **Committees** like **Protection against Sexual Harassment and Grievance Redressal** for timely redressal of their problems. Facilities like **common sitting area** for the girl and **Day Care Centre** for the female staff members have been provided.

The college has **Code of Conduct** for the Staff, Students and Hostellers and many committees supervise their strict adherence. Moral and cultural values are instilled amongst the staff and students through a Multi-disciplinary society, **Quest: A Search for Harmony**.

Inclusivity is the keyword for the institution. The DIVYAANG students are provided **wheel chair, ramps and special toilets** and ensured **equal participation** in college competitions. **Various Cells** and **Subject Societies** create awareness about **Constitutional Rights and Duties** by organizing programmes to commemorate important days.

Taking its responsibility towards society and the eco-system seriously, the college has **adopted many villages** from time to time and created awareness there about ODF, health, hygiene, cleanliness and various schemes of government. It religiously observes **Car-free and Car-pool days** and **Van Mahotsavas** to reduce its carbon footprint in its micro environment.

For the **management and segregation of solid waste**, the dry leaves were earlier buried to turn into manure. Now, **Vermicomposting pit** and **Windrow System** has been set up for composting. Provision to harness solar energy through two rooftop **Solar Plants** (30 KW and 45 KW) and saving water through **two Water Harvesting Systems** has been made. Various types of Audits like **Green Audit, Energy Audit and Water Audit** were also conducted.

The college successfully follows a number of **Best Practices** namely **Quest, Campus Buzz, Mann ki Baat-Apno Ke Saath, Sustainable Environmental Practices, Swachchh Bharat Mitra** and **Apna Kitab Ghar.** The college has many distinctive features to its credit, the most distinctive one, however, is its Sports Department which has many National and International achievements to its credit

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVERNMENT COLLEGE
Address	Government College, Sector-1, Panchkula
City	PANCHKULA
State	Haryana
Pin	134109
Website	gcpanchkula.ac.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Archana Mishra	0172-2560076	7837099999	-	gc1_panchkula@yahoo.co.in
IQAC / CIQA coordinator	Richa Setia	0172-25600076	9417579960	-	richaasetia@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of establishment of the college	01-03-1983

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	**University name**	**Document**
Haryana	Kurukshetra University	View Document

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC	16-01-2003	View Document
12B of UGC	16-01-2003	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	**Recognition/Approval details Institution/Department programme**	**Day,Month and year(dd-mm-yyyy)**	**Validity in months**	**Remarks**
NCTE	View Document	21-07-2020	24	BPEd course is being run successfully since and has given many sports persons of International fame It is the only Government college in the State of Haryana which offers this course

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

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	Yes
If yes, name of the agency	Director Higher Education Haryana
Date of recognition	18-11-2019

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	Government College, Sector-1, Panchkula	Urban	12.5	8093.71

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	**Name of Programme/Course**	**Duration in Months**	**Entry Qualification**	**Medium of Instruction**	**Sanctioned Strength**	**No.of Students Admitted**
UG	BJ,Mass Communication	36	Plus two	English + Hindi	40	35
UG	BCA,Computer Science	36	Plus two	English,English + Hindi	60	60
UG	BCom,Commerce	36	Plus two	English + Hindi	320	232
UG	BPEd,Physical Education	24	Bachelor Degree	English + Hindi	50	47
UG	BA,Arts	36	Plus two	English + Hindi	400	360
UG	BA,Arts	36	Plus two	English + Hindi	60	21
UG	BSc,Science	36	Plus two	English,English + Hindi	80	59

UG	BSc,Science	36	Plus two	English,English + Hindi	160	77
PG	MA,English	24	Bachelor degree	English,English + Hindi	60	21
PG	MCom,Commerce	24	Bachelor degree	English + Hindi	60	48
PG	MA,Economics	24	Bachelor degree	English + Hindi	60	24
PG	MA,Psychology	24	Bachelor degree	English + Hindi	60	46
PG	MA,Political Science	24	Bachelor degree	English + Hindi	60	20
PG	MA,History	24	Bachelor degree	English + Hindi	40	16
PG Diploma recognised by statutory authority including university	PG Diploma, Mass Communication	12	Bachelor degree	English + Hindi	60	16
PG Diploma recognised by statutory authority including university	PGDCA,Computer Science	12	Bachelor degree	English,English + Hindi	60	30
PG Diploma recognised by statutory authority including university	PG Diploma, English	12	Bachelor degree	English,English + Hindi	40	17

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				0				112
Recruited	0	0	0	0	0	0	0	0	101	0	0	101
Yet to Recruit				0				0				11
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				48
Recruited	37	11	0	48
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	11	14	0	1	16	0	42
M.Phil.	0	0	0	4	15	0	1	7	0	27
PG	0	0	0	1	4	0	12	15	0	32

Temporary Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	3	0	5
M.Phil.	0	0	0	0	0	0	0	3	0	3
PG	0	0	0	0	0	0	3	4	0	7

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

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	2	0	2

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
PG Diploma recognised by statutory authority including university	Male	16	5	0	0	21
	Female	32	4	0	0	36
	Others	0	0	0	0	0
PG	Male	116	6	0	0	122
	Female	229	31	0	0	260
	Others	0	0	0	0	0
UG	Male	1300	104	0	0	1404
	Female	584	64	0	0	648
	Others	0	0	0	0	0

NAAC

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		**Year 1**	**Year 2**	**Year 3**	**Year 4**
SC	Male	348	340	331	307
	Female	180	167	182	210
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	502	468	431	380
	Female	182	209	191	252
	Others	0	0	0	0
General	Male	951	840	862	854
	Female	421	370	409	480
	Others	0	0	0	0
Others	Male	31	20	6	5
	Female	10	6	2	3
	Others	0	0	0	0
Total		2625	2420	2414	2491

Extended Profile

1 Program

1.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
424	415	407	402	390

File Description	Document
Institutional data prescribed format	View Document

1.2

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
19	16	16	16	14

2 Students

2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
2491	2414	2419	2627	2559

File Description	Document
Institutional data in prescribed format	View Document

2.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
859	786	781	781	733

File Description	Document
Institutional data in prescribed format	View Document

2.3

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

2019-20	2018-19	2017-18	2016-17	2015-16
744	761	727	844	775

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
97	93	79	66	67

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
112	104	104	103	85

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 49

4.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
111.8	444.5	283.5	247.1	97.00

4.3

Number of Computers

Response: 144

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

The Institution ensures that the curriculum designed, is delivered in a way so as to bridge between the knowledge that has preceded and what would follow. Attempts are made to awaken curiosity in student's mind and teach him to think rationally and enable him to face the unfamiliar. The courses, pedagogy and infrastructure is being regularly upgraded to remain responsive to changing needs. The cross cutting needs of human values, gender, environment and sustainability makes an inseparable part of core courses. The college conducts a range of Value Added Courses and organizes short term Add on programs for self-development and professional skill enhancement of students. Students are encouraged to take up internships in various organizations involved in development related activities, schools, industries, hospitals etc.

To remain abreast with changing academic scenario, and larger socioeconomic environment, the faculty serves on a range of eminent bodies. This further results in evolution of responsive curriculums and teaching pedagogies.

The earnest endeavours are being made for providing an appropriate learning environment for students. They are encouraged to think critically and be innovative and creative in tackling assignments, projects and other tasks assigned to them. A repertoire of instructional, methods and active learning approaches are used to faster constructive participation.

The college library is well equipped with books, journals and other resources necessary for effective teaching learning process. Various ICT facilities, upgradation and maintenance of laboratories as well as various other college facilities, helps in effective imparting of theoretical as well as practical knowledge.

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

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

Response:

The academic calendar is an important source of information and planner for students and staff. Academic calendar, as issued by the affiliating university is being followed by the institution. In the beginning of

academic session, the students are appraised of the academic calendar and the same is uploaded on college website and displayed on notice boards and at strategic locations. It is also printed in the Students Brochure given to new entrants during Orientation Programme. The academic calendar has broad details of all major academic and co-curricular activities like Talent Search/ Syranjini, Celebration of National and International important days, Sports Day, Science Exhibition, Filling up important Forms etc. Every department also prepares its Activity Calendar on the basis of the University Calendar. Activities of various clubs and societies are displayed on notice boards well in advance and students are encouraged to participate in curricular and co- curricular activities.

The Mentor- mentee meetings are organized regularly and the mentors keep students informed about the important timelines like on-line filling up of scholarships, examination forms , schedule of class tests, assignments etc. Mentors also guide students how to use e-portals to fill up various application forms and make them understand the importance of timely submission of all documents. Students are sensitized to cultivate the habit of regular reading Students Notice Board .

The IQAC monitors that all aspects of CIE are carried out on the basis of academic calendar. All Value Added courses, Field Visits, workshops, seminars etc. are conducted in such a way that the academic activities are not disturbed. The schedule of class tests, assignments, presentations are prepared by departments in consultation with all so that any clash or overlapping is avoided. Internal assessment marks, awards of practical examination are forwarded to the University well in time. The university guidelines for conduct of examination are followed seriously. The end term examination are conducted as per the schedule given by University .

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

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

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

Response: A. All of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document
Any additional information	View Document

1.2 Academic Flexibility

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

Response: 15.79

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

Response: 3

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

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

Response: 13

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

2019-20	2018-19	2017-18	2016-17	2015-16
01	03	05	00	4

File Description	Document
List of Add on /Certificate programs	View Document
Brochure or any other document relating to Add on /Certificate programs	View Document
Any additional information	View Document

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

Response: 3.58

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

2019-20	2018-19	2017-18	2016-17	2015-16
82	80	178	00	101

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

1.3 Curriculum Enrichment

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

Response:

The institution has taken many initiatives to integrate the issues of ethics ,gender, human values ,environment and sustainability into various **co-curricular activities**. The college has a **Women Cell**, **Eco Club** , **Quest Committee** which organise events with an objective of developing self esteem, self worth and self reliance especially in female students, manage stress , capacity building and inculcating moral values . Besides these, activities conducted by **Legal Literacy Cell, YRC,NCC and NSS** units of the college also address the issues related to social responsibility, sustainability and community service.

In 2016-17 a special committee - 'Quest : A Search for Harmony' was formed to revive and uplift moral and spiritual values amongst staff and students and the holistic development of the students. Quest has been organising workshops, lectures and meditation sessions in collaboration with Vivekananda Kendra, Panchkula, Ramakrishna Mission , Chandigarh and some other eminent philanthropists. A detailed account of the activities organised by these has been given in criteria 3, 5 & 7 .

Every year all staff members and students participate in an event organised to administer **pledge against female feticide** .

Every year **International Women's Day,** is celebrated by organising events like talks , interactive session, poster making competition debates , discussions etc . These help to sensitize boys and girls to be socially useful and productive citizens of society.

The institute has been observing **Vehicle free Days, Car Pool Days** on regular basis, and **Tree Plantation Drives** are organized regularly to save trees.

Many Poster Making / Slogan Writing competitions are organized by the ECO- Club on environmental awareness , protection. National seminars on environment have been organized in 2016.

List of Courses that include the above stated issues:

Compulsory Environment Education is a qualifying paper for students of all streams.

Commerce : MC101, BC-603 Human Resource Management

Department of English teaches various gender issues at post graduate level in M.A English course X V (Option 1) Literature and gender part -1, course XX(Option 1) Literature and gender Part 2.

Department of Psychology teaches various Gender and ethical issues in the M.A. Psychology in paper 3(social psychology-ii) and paper 4 (Principles and Application of counseling) .

Department of Botany and Zoology teach environmental sustainability issues and ecology in paper ZO501 (Environmental Biology) and B0T-502(Ecology) into its curriculum.

Department of Mass Communication includes various issues of Professional ethics and gender into its curriculum in paper 5 (personality development and communication skills) , paper 7(Communication & Society) paper 25(Current affairs and media issues-2), paper20(Current affairs and media issues-3) , paper 18(Media Laws and ethics) ,paper 19(Development Communication)touches women , forest conservation, Human rights and various issues above mentioned, paper 29(Personality Development & Presentation).

Department of Microbiology includes paper- 302 (Environmental Microbiology -I) and paper-402 (Environmental Microbiology -II)which deals with environmental issues stated above.

Department of Geography includes various topics related to environment in paper GE- 303

Biotechnology course papers include waste management etc. in paper 13 i.e (Microbial Biotechnology).

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

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

Response: 0.98

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

2019-20	2018-19	2017-18	2016-17	2015-16
04	05	05	03	03

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	View Document
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View Document
Any additional information	View Document

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

Response: 5.98

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

Response: 149

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	View Document
Any additional information	View Document

1.4 Feedback System

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

Response: B. Any 3 of the above

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

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

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

Response: B. Feedback collected, analysed and action has been taken

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

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 69.67

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

2019-20	2018-19	2017-18	2016-17	2015-16
1212	1112	1061	1205	1083

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
1772	1632	1622	1622	1502

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

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

Response: 68.59

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

2019-20	2018-19	2017-18	2016-17	2015-16
541	509	525	576	544

File Description	Document
Average percentage of seats filled against seats reserved	View Document
Any additional information	View Document

2.2 Catering to Student Diversity

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

Response:

1. In the beginning of every session an **orientation programme (DEEKSHA)** is organized for the students in which their parents are also invited. Its aim is to make the students aware about the college infrastructure, its rules, regulations and all the academic and extracurricular activities conducted in the college throughout the session so that the newly enrolled students feel at ease. The students are introduced to the in- charges of all the units/cells/clubs like NCC, NSS, YRC, Women Cell, Legal Literacy Cell, Placement Cell, Sports Club, Eco Club, college magazine etc. and are told about the activities conducted by these units so that the students can choose and participate in the activities of their interest.

2. **Mentor- mentee groups** of about 25 – 30 students each are formed to identify the slow learners and advanced learners. The mentors establish a rapport with every student individually, analyze and assess the learning skills of all the students and chart out their strengths and weaknesses so as to address the emotional, psychological and intellectual problems according to their individual needs.

3. The mentors work in consonance with **the Counselling Cell** comprising of faculty of Psychology department to find out means to improve their learning skills.

4. During the **classroom teaching** the teachers apply different methodologies to meet out the different needs of high and low performers. The advanced learners are motivated to make optimum utilization of the library facility, consult reference books, explore the study material available online and prepare their own notes to develop the better understanding of the subject. The teachers guide them to develop the habit of reading daily newspapers and magazines and prepare for competitive exams like NET, CLAT, UPSC, JAM, CAT, GATE, Bank PO, TOEFEL, CA/CS etc.

5. Special attention is paid to the needs of the slow learners. Teachers take their remedial classes, provide them with notes and study material and utilize audio-visual means to make the learning process easier and more entertaining. To enhance their communication skills the language lab has also been established where students are asked to do practice in grammar and vocabulary with the help of special modules.

6. The students who excel in studies are nominated as the office bearers of subject societies and encouraged to organize and manage the activities and competitions like debate, declamation, poetic recitation, poster making, essay writing, quizzes etc. They are asked to facilitate the slow learners to develop an understanding of the topics and also to encourage them to participate in extracurricular activities.

7. The **college magazine PANIP** also provides a very constructive platform to all the students whether introvert or extrovert to express their thoughts and to give vent to their feelings.

8. Annual prize distribution function is organized for the students who excel in any field, whether academics, sports, cultural or any other extracurricular activity. This inculcates the spirit of competitiveness among all the students whether slow or advanced learners and motivates them to work

hard and excel in future also.

File Description	Document
Upload any additional information	View Document
Past link for additional Information	View Document

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

Response: 25:1

File Description	Document
Any additional information	View Document

2.3 Teaching- Learning Process

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

Response:

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

The students are the greatest stakeholders in any educational institution so it is the responsibility of every institute to adopt student centric methodologies to make the process of learning more inclusive, conducive and easier. Our institution believes in the principle of interactive and collaborative learning. The following methodologies are adopted to involve the students actively in the teaching- learning process:-

1. The students are taken on field visits to industrial units, herbal and zoological parks, botanical gardens; educational tours are organized by the departments. These visits give a firsthand experience to the students of the information they get in their theory classes.
2. They participate in the camps organized by NSS, NCC, YRC units of the college. These camps inculcate in the students values like community feeling, a sense of selfless social service, self-sacrifice, love and compassion for their fellow human beings. Such value based student centric participative and experiential training methodology helps in developing the overall personality of the students.
3. In the classrooms students are encouraged to think critically by presenting situations before them, to raise questions and participate in group discussions. To increase their participation in the learning experience they are asked to use ICT tools, give power point presentations in the classroom, frame quizzes using various available apps on given topics and then conduct inter or intra class quiz contests under the supervision of the subject teachers. Such practices enhance the analytical, expressive, communicative and organizational skills of the students, boost their morale and make the learning process easier and more interesting.

4. The students are asked to independently handle the organization of events like extension lectures, seminars and other college level competitions to increase their problem solving abilities, promote the spirit of team work and create an environment conducive to learning. The experts from universities and industrial houses are invited to deliver talks to give maximum exposure to the students.
5. Pre job fair training programs and job fairs are organized to provide students with an opportunity to participate in the education- industry partnerships and experience the excitement of appearing in interviews, access more career information and get inspired to explore more job opportunities and accumulate required qualifications and experience for better job prospects. The participation in these job fairs is really is great learning experience for the students as they get early career advice that will shape their future.

File Description	Document
Upload any additional information	View Document

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

Response:

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

- To enhance the quality of education, increase the learners' motivation and prepare them to compete in the professional world various innovative methods are used in the teaching –learning process.
- To make teaching more effective and to develop skills for the use of ICT tools in the classroom teachers are given appropriate training
- They are given ready access to ICT as the college has ICT enabled classrooms - smart classrooms equipped with audio- visual aids, internet facility, well-furnished computer labs.
- Teachers supplement their traditional method of teaching by the use of audio- visual aids to make teaching more practicable and easy to grasp; e.g. the teachers of English literature show to the students the movies based on the texts prescribed in the syllabus. This arouses curiosity of the students, increases their involvement and participation in the teaching-learning process and improves their retentive capacity.
- To broaden the range and quality of information shared in the classroom the teachers guide the students to access the related webpages via internet.
- All the teachers have made the WhatsApp groups of their mentees as well as the students enrolled in their subjects through which they share content, test details, circulate notices and address queries. They remain connected to students to provide them any type of support they need.
- The seminar hall is equipped with all the multimedia gadgets like LCD projector, podiums, cameras, internet facility. All the seminars, conferences, meetings and extension lectures are conducted there using ICT tools. Different competitions like PPT presentation, Debate, Declamation, Poetic Recitation, Documentary presentations are held in the seminar hall.
- Compulsory computer education is imparted to the first year students of BA, B.Sc. and B.Com as per Kurukshetra University guidelines. BCA and PGDCA courses are also run by the college. For

the purpose computer labs are laced with all the high tech ICT gazettes which are used by the students under the supervisions of highly qualified and efficient faculty of computer science department.

- High quality e-content in various subjects prepared by the CEC has been provided to the college by the department of Higher Education Haryana which the students can access to add to the information gained in the classroom.
- Students, especially those of PG and Hons. classes, are encouraged to prepare PPTs and assignments using desktops available in the labs to train them in the use of computers.
- The use of English Language Lab has proved helpful in improving communication skills of the students.

File Description	Document
Upload any additional information	View Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View Document

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

Response: 30:1

2.3.3.1 Number of mentors

Response: 83

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

2.4 Teacher Profile and Quality

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

Response: 78.98

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

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

Response: 45.88

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

2019-20	2018-19	2017-18	2016-17	2015-16
40	41	39	30	33

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	View Document
Any additional information	View Document

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

Response: 5.28

2.4.3.1 **Total experience of full-time teachers**

Response: 512

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

2.5 Evaluation Process and Reforms

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

Response:

The institution is following a see-through transparent system for internal assessment. The institution is an affiliated college and stringently follows the guidelines of conducting Internal Evaluation as prescribed by the Kurukshetra University, Kurukshetra. Students are also made aware about the crystal-clear transparent mechanism of internal assessment and evaluation followed by the institution through the tutorial meetings as well as in regular classes. Internal assessment in all UG and PG courses is 20% which is figured out based on the parameters of two hand written assignments, one class test and 75% compulsory attendance per semester. Criteria of 20% internal assessment are as under:

(i) Two Handwritten Assignment - 10%

First Assignment to be submitted in the month of September (Even Sem.), Feb (Odd Sem)

Second Assignment to be submitted in the month of October (Even Sem.), Mar (Odd Sem)

(ii) One Class test (one period duration) - 5%

(iii) Attendance -

Marks for attendance will be given as under:

90% onwards - 5 Marks

81%-90% - 4 Marks

75%-80% - 3 Marks

65%-70% - 1 Mark

Students are regularly directed to take the attendance and class test seriously as this is the mandatory condition laid down by the University for appearing in the final examination. Various measures have been adopted over the years to ensure the precision of whole Internal Assessment process. The college has resorted to a completely client server based procedure of internal assessment. The college makes sure that the internal evaluation of students is monitored throughout the year by a specific internal assessment committee. Complete transparency is executed in communicating the whole process of internal assessment to the students. The criteria and guidelines of internal evaluation are explained in depth to the newly admitted students in the beginning of the academic session and each semester. The internal assessment procedure is also published in the college prospectus. All the departments are very specific about marking the absentees and displaying the attendance on the notice board for students. The names of the students who remain absent continuously for 14 days at a stretch are struck off by the respective faculties and they are intimated about the same through the college notice board. Before forwarding to the university, the internal assessment committee makes sure that the assessment record is shown to the students and their grievances, if any, regarding the same are forwarded to the concerned faculty. The faculty member of the

college use both cumulative and creative approaches for the universal assessment of the students. Cumulative assessment includes end-of-unit or chapter test and power point presentations on particular topics. Various forms for creative approach include the introduction of seminars and case studies in the curriculum to make the learning environment more activity based. Group discussions, debate, declamation and quiz contest are organized by various departments of the college to further cultivate the critical thinking among students and to make them explore new ideas and enrich their performance levels.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

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

Response:

The institution is affiliated to Kurukshetra University, Kurukshetra and strictly follows university guidelines and norms regarding internal examination. There is a internal assessment committee in the college to ensure smoothand timely assessment work . At the begining of the new academic session fresh entrants are informed evaluation process including the internal assessment process during orientation programme. The incharge of University Cell explains in detail the examination process and later the students are again informed about this during tutorial meets and by the concerned teachers as well. Guidelines and norms regarding internal assessment are communicated to all faculty members as well as displayed on the notice boards.The internal assessment is sent on-line before the start of end term examination as per the schedule fixed by KUK.

Internal assessment is done in a transparent and fair manner. The marks obtained by students are displayed before forwarding and are given sufficient time to report any grievance. Their grievance is brought into the notice of concerned teacher who resolves it promptly. Evaluated assignments and test answer sheets are also shown to the students. Thereby making the students aware of their performance and if the student is not satisfied with the evaluation of assignments, he/ she may raise objection which is addressed by the concerned teacher promptly.

The marks of internal assessment are entered on the university portal and the record of the same is also kept in the college. The mechanism of internal assessment is transparent and systematic. In this process, students are asked to submit two hand written assignments, one class test and marks for attendance are also awarded according to university norms. Students are advised to take the attendance and class test seriously because this is mandatory condition laid down by the University for Final Examination. If the marks of internal assessment of any student are not sent to the university due to oversight, the student may bring into the notice of internal assessment committee and issue is resolved by the concerned committee promptly.

For practical examinations, the affiliated university constitutes a panel of examiners. Practical exams are conducted according to university norms in the presence of the external examiner. The award lists of

practical exams are sent to the university and the record of the same is kept in the college and the grievances related to practical examinations are addressed by the concerned teacher and head of the department.

Examinations of Environmental Studies (Part 1) and Compulsory Computer Education (B.A and B.Sc. part 1) are conducted and evaluated at the college level in a transparent and fair manner. Record of the same is sent to the affiliated university and is also kept in the college for future reference.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Response:

The college has very well-defined learning outcomes. The vision and mission of the college emphasises on endorsing value based education through driven & trained faculty. The vision and mission statements are displayed on the college website and at various key locations in the college campus. Programme outcomes (PO) and course outcomes (CO) have been demarcated by every department and are also discussed by the faculty members in the classrooms during every semester. Course outcomes of all the courses are uploaded on website of the college. It is very important to make students aware of these PO and CO because most of our students belong to poor socio- economic background. Their parents are not well educated and hence it is essential to keep students oriented to attain Programme outcomes. Lesson plans are uploaded on the college website and also displayed on students' notice boards. Students' doubts and queries regarding the course outcomes are also clarified by the teachers. All the departments conduct regular class tests, surprise tests, vocabulary tests, presentations , group discussions, , give assignments for the continuous evaluation of the students . Their performance in such activities gives an idea to the concerned teacher to adjust teaching methods as per needs of the learners and also makes the learners to help in self-evaluation.

Many skill based courses are also run in the college which help the students to acquire various skills in the applied aspects of different subjects. Such skill based courses are good for enhancing the academic portfolio of the students and also provide a platform to become an entrepreneur. For example, courses like Floriculture, Organic farming, Web- Designing provide an extra edge to start their own business. In addition, there is a Start –Up- cum – incubator Centre which provides professional help to students who want to convert their original ideas into business. Students learn how to make a critical analysis of their business ideas , checking economic viability, about registration process , the agencies providing loan etc. .

Many events are organized to make students choose their vocation according to their interest and capabilities e.g. interactive session for career counselling of students of Haryana on 'opportunities and challenges after graduation' organized by Department Of Journalism And Mass Communication . Subject

related quiz contests, poster making competitions are organized to evaluate the students. By attending and participating in such activities learners acquire academic and practical knowledge to realise learning outcomes.

File Description	Document
Upload any additional information	View Document
Past link for Additional information	View Document

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

Response:

The Institution follows the guidelines of the affiliating university i.e. Kurukshetra University, Kurukshetra for evaluation of the programmes. The programme outcomes and course outcomes of the students are evaluated internally via internal assessment at college level. The marks in internal assessment are given on the basis of their performance in assignments, tests and their attendance. By way of internal assessment and semester end examinations, strength and weaknesses of students are revealed, thereby providing an opportunity to teachers and students to work on the same. The learning outcome of the students is evaluated via paper presentation, power-point presentation, class tests, group discussions, quiz, projects and practicals. The participation of the students in teaching-learning process is ensured by motivating them to take part in co-curricular activities like quiz, declamation, debate, poetic recitation, essay writing competition, science exhibition which are organised regularly. Tutorial classes are also conducted in which students can clear their doubts regarding subject matter or examinations. The college placement cell organises workshops and job fairs to provide exposure regarding employment opportunities in the market. In these workshops eminent resource persons are invited to impart training regarding job interviews and communication skills.

The college magazine 'Panip' provides a platform where students can express their creativity and writing skills. Various departments organise National and international level seminar / conference where knowledge and skills of the faculty and students are updated. It enables them to share perspective and issues related to the topic and get opportunity to improve communication skills, achieve expert knowledge, network with others and renew their motivation and confidence. In extracurricular activities like NCC, NSS, cultural activities, sports and legal literacy cell activities students participate actively at different levels - zonal, district, divisional, university level, state level. Through these activities several qualities like discipline, service to the community and awareness are inculcated and help students to achieve POs and Cos . The Psychology Department has been mandated to provide counselling to the students and provides psychological support in order to attain programme outcomes. A grievance redressal committee has been constituted at the college level to redress the grievances of the students. Through alumni meet, which is organised on regular basis, the institution gets feedback from their experiences so that improvement can be made accordingly. Presently Studying students get a lesson from their feedback. Teachers are encouraged to attend workshops, seminars and faculty development programmes to update their knowledge and skills.

At university level, the programme outcomes and course outcomes are evaluated after semester end examinations. The result of the university examination is prepared by the university on the basis of internal assessment and practical marks sent by the college and marks obtained in the university level theory examination.

File Description	Document
Upload any additional information	View Document
Paste link for Additional information	View Document

2.6.3 Average pass percentage of Students during last five years

Response: 47.17

2.6.3.1 **Number of final year students who passed the university examination year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
273	313	355	409	324

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

2019-20	2018-19	2017-18	2016-17	2015-16
623	720	644	795	772

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

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.01	
File Description	**Document**
Upload database of all currently enrolled students (Data Template)	View Document

NAAC

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
List of endowments / projects with details of grants	View Document
e-copies of the grant award letters for sponsored research projects / endowments	View Document
Any additional information	View Document

3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)

Response: 0

3.1.2.1 **Number of teachers recognized as research guides**

Response: 00

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

3.1.3.2 **Number of departments offering academic programes**

2019-20	2018-19	2017-18	2016-17	2015-16
28	28	28	28	28

File Description	Document
List of research projects and funding details	View Document

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Response:

To promote self employment and entrepreneurship skills in students , the Department of Higher Education has started a ***Startup Incubator cum Centre of Excellence*** *at our college in April 2018 which caters to all the colleges of Panchkula. It aims at:*

? ***Identifying and supporting new business enterprises***

? ***Providing assistance to aspiring entrepreneurs***

? ***Providing guidance regarding government compliance, regulations, and procedures to establish new businesses***

Currently we have 20 fully operating projects and 2 are in progress. Some are mentioned below-

? Ms. Surekha Midha registered her startup ***Medicove Healthguard India Pvt.Ltd*** *which caters to the healthcare sector. It is an ambulance aggregator and now has also launched a mobile application with new services and is available on Android and IOS platforms.*

? Ms. Amandeep Kaur of BMC 2 started ***Genius-by-choice*** *which deals in English Speaking Classes at the incubation center itself . It is making students industry ready by enhancing their personality, communication skills and presentation techniques.*

? Other startups are ***EM- Pure****- A low cost natural water purifier manufacturers,* ***Dai Dem***

***Healthcare**- Manufacturers of Drugs, **Go Green Recycling** for Biogas production, **Olive Eco Living** dealing in Organic Plantation, **City Special** for Digital Marketing.*

These startups are working under the rigorous supervision of eminent mentors who help students in developing remarkable leadership Skills and confidence building by eradicating the fear of failure and teaching them the importance of stepping up as a leader.

During the pandemic of the coronavirus SACC reached out to the young students and startups to balance work and mental health. The team helped them to adjust to new social and business situations through one to one Mentoring, Webinars, Podcasts and Newsletters and motivated them to come up with their questions to the experts from the business fraternity in and around Haryana. A total of 700 students were enriched directly.

Other innovative practices of the College-

*The Eco Club and Science Society has developed a beautiful **Botanical Garden** (Pictures attached) where various species of herbal and exotic plants have been planted like **Ferula asafoetida (Hing), Cardamomum zeylanicam (Elaichi)** . It has been developed with an aim to give the students first hand training in recognizing and preserving the plants which are beneficial to society for their medicinal qualities.*

*The faculty members are regularly involved in **Research Activities**. Many of them are pursuing doctorate degrees and incessantly publishing research papers in international refereed journals. The data is attached in templates. Various innovative knowledge sharing methodologies are adopted by the staff for which the latest technology is harnessed, like use of **smart classrooms**, **Audio and Video Lectures** by the use of different apps like Google Classroom, MS Classroom, discussions on **whatsapp groups, PPTs**, maximum utilization of **library resources** etc.*

*Our classroom teaching at PG level incorporates the guidance related to basic tenets of **Intellectual Property Rights** to sensitize the students about IPR and its role in enhancing the quality of education, innovation and research output.*

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years

Response: 16

3.2.2.1 **Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
07	04	03	01	01

File Description	Document
Report of the event	View Document
List of workshops/seminars during last 5 years	View Document
Any additional information	View Document

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 0

3.3.1.1 **How many Ph.Ds registered per eligible teacher within last five years**

3.3.1.2 **Number of teachers recognized as guides during the last five years**

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 0

3.3.2.1 **Number of research papers in the Journals notified on UGC website during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	00

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.04

3.3.3.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
1	01	01	0	0

File Description	Document
List books and chapters edited volumes/ books published	View Document
Any additional information	View Document

3.4 Extension Activities

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

Response:

The college is actively involved in the community development driven activities to fulfill its social responsibility and give students an experiential learning by enabling them to connect with the larger social issues and make them socially responsible, sensitive and compassionate towards the needy.

The Extension Activities encompass, Gender Issues and Women Empowerment, Health and Nutritional Care, Educational Sustenance, Environmental Conservation, Career and Entrepreneurial Guidance and Community Interactions. These are conducted by the units like NSS, NCC, YRC, Women Cell, Legal Literacy Cell, Eco Club, Quest Society.

Three Villages Nada Sahib, Chandi ka vaas and Mogi Nand have been adopted by college for community service where the students and staff persistently devote their energies to accelerate the implementation of Govt. upliftment programmes by breeding awareness among the villagers.

Students sensitise the local community about healthy life practices with a primary focus on women and children and spread awareness on cleanliness, personal health and hygiene, AIDS, women mental health, gender sensitisation, drug abuse, road safety etc. Talks on nutrition, food and several other civic issues are delivered in the camps organised in these villages by the college.

Blood Donation Camps in collaboration with Red Cross, Govt. Hospitals and other NGOs are organized in which the students and the staff of the college donate blood very enthusiastically.

Several outreach programmes are conducted under the supervision of Women cell of the college such as pledge against female foeticide, trips to Mahila Police Station, group discussions on Women Rights, Beti Bachao Training Workshops, to propagate self reliance in the girls students and **to sensitize the students on various gender issues .**

Continuous efforts are made by the college to **instill environmental consciousness** in the students and the community. The students participate in **tree plantation initiatives, cleanliness drives under the Swachh Bharat Campaign** and energy saving practices. College has a dedicated Eco club for the defined purposes.

Note: The detailed reports of all the extension activities are attached alongwith the SSR.

Fighting COVID- Initiatives taken by College

While we were collectively facing a Pandemic threat our students and staff stepped up against this deadly disease. Around 70 students of the college became frontline warriors as COVIDVEER. They reached to the affected and needy persons in nearby places throughout the lockdown period to provide them with dry ration as well as cooked meals, distributed free hand sanitizers and face masks in slums, provided food to migrant labourers who were stuck in the mid in reaching their homes. The students performed very enthusiastically and selflessly the assigned duties of thermal screening and sanitization at the entrance of various govt. Departments without having any worries and fears of their own health. They also collected government required information from the migrant workers staying in Haryana State and registered their grievances due to which timely help could be sent to them.

The pandemic period which was undoubtedly a cause of worry for society in general brought out the best of the training imparted by the college to its students.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response: 3

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	2	00	01	0

File Description	Document
Number of awards for extension activities in last 5 year	View Document
e-copy of the award letters	View Document
Any additional information	View Document

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

Response: 53

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

2019-20	2018-19	2017-18	2016-17	2015-16
18	11	09	08	07

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document
Any additional information	View Document

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 7.64

3.4.4.1 **Total number of Students participating in extension activities conducted in collaboration**

with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
120	207	218	224	186

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document
Any additional information	View Document

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 0

3.5.1.1 **Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	View Document

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 14

3.5.2.1 **Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
2	4	3	1	4

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document
Any additional information	View Document

NAAC

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

The college campus is spread over an area of 12.5 acres. It is to be mentioned that all the college infrastructure has been created as per norms and guidelines issued by UGC, Govt of Haryana and the Kurukshetra university. The detail of physical infrastructure is below:

Classrooms:

The institution has four teaching blocks with well furnished and ventilated 48 classrooms, along with a classroom with LCD facilities.

Laboratories:

The college has 29 laboratories. All are well maintained and fully functional to carry out curriculum-oriented lab practicals.

Seminar/Conference/Smart Class Room/Multipurpose Auditorium:

? *College has one conference hall with a digital podium and ICT facility to conduct seminars, conferences and workshops.*

? *Multipurpose auditorium with a seating capacity of 400(fixed seats)+ 600 extendable. It also hosts a Day-Care-Centre and Girls Common Room.*

Computers:

College administration always supports the requirement of teachers, students and departments. At present college has 5 Computer Labs, 1 Browsing centre. In total 257 computers across the college are part of ICT infrastructure.

Library:

The library has a fully air-conditioned reading hall. Issue and return of books is done through ILMS software SOUL as a result of partial automation of library. It remains accessible all working days 9 AM- 4 PM. Library also subscribes to 14 newspapers and 22 magazines.

Hostel:

Boys Hostel with 32 rooms for 75 students with facilities of power backup, LED TV, Badminton Court and Volleyball Court.

Facilities and Equipment Teaching, Learning and Research:

? *The college has well equipped language lab. Students are provided with software based self-learning modules of English to improve communication skills.*

? *Entire administrative wing is equipped with computers, scanners, photostat machines and intercoms.*

? *E-Scholarship is running under DBT (Direct Benefit Transfer).*

? *Payment of fee through e-challan is operational.*

? *LTs are used for conducting seminars.*

? *College website along with a facebook and youtube account of college is also operational.*

? *Digital attendance for staff is ensured through Biometric Attendance system.*

? *Whole campus is wi-fi enabled. 20 Broadband connections across the institution.*

? *The total bandwidth available to the institution is (50 mbps + 2 mbps for video conferencing).*

? *E content facility provided by HEC in the form of a preloaded Hard disk courtesy of DHE, Haryana.*

? *77/113 faculty members are using ICT resources for daily teaching, in 18 ICT enabled classrooms and 18 smart classrooms.*

? *Learning Management System(LMS) is being gradually adopted.*

? *Shiksha Setu is now being used.*

? *Separate Common Rooms for boys and girls are available.*

? *College has a dispensary room for first-aid.*

? *A ramp as well as separate washrooms present in IT block for disabled students.*

? *An IGNOU Centre is also operational in the IT Block.*

? *The college has a windrow composing plant, two rainwater harvesting plants and a botanical garden.*

? *Startup Incubator cum Centre of Excellence is set up in the college.*

? *Rooftop Solar power plant meeting 37.5% of daily energy needs is in operation to achieve self sufficiency and reduce carbon footprint.*

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

The institution believes in holistic development of students The sports and cultural activities are evenly spread throughout the academic calendar.

Sports Facilities: Sports Culture has been promoted in the college. Our students have brought laurels at Athletics, International Level in Hockey, Rowing. It's the only government college in the state to offer B.Ped course, whose graduates have won medals at Zonal, Inter Zonal, National and International level.

Sports Facilities available in the college

1. 200 mts Cinder/Athletic Track completed in 2020.
2. Field for Long Jump and High Jump
3. Field for Shot Put and Discus practice
4. Kabaddi Ground
5. Volley-Ball Court
6. Well Equipped Indoor Gymnasium . It has Cross Over Pullies, Steel Dumbbells with Rack, Treadmill, Heavy Duty Abdominal Board, Exercising Bikes, Muli-purpose quipment for strength training. Open weight for free hand strength exercises.
7. Table Tennis Room
8. Three Road Cycles
9. One Cemented Badminton Court (Outdoor)
10. One room for Yoga practice/ session
11. One Kho-Kho Ground
12. Practice Arena and Player equipment for Taekwondo, Wushu and Wrestling
13. Mats for Yoga
14. Boxing Practice Area (Kit)
15. Carrom and Chess practice arrangement in Girls' Common Room.

Annual sports meet organized since inception of college itself, 2020 saw participation of 450-500 students and the event got coverage in local media

The college students can avail the facilities available in the nearby Tau Devi Lal stadium especially its 400 mt Synthetic Running Track. The stadium is also used to host sports competitions and events like Annual Sports Meet.

College also hosts the inter college competitions of the University in various sports events.

The college is planning to further expand its sports facilities . A proposal for development of outdoor Basket Ball Court has been sent to the authorities.

Cultural Facilities

Adequate facilities are available in the college to organize various cultural activities. The college auditorium is spacious enough and is used for cultural activities. The college students participated in the 12th International SAUFEST.

- Music graduates are provided with full range of classical/haryanavi folk instruments
- Artists are hired from Punjab Kala Bhavan for theatre workshops along with costumes required.
- College hires reputed accompanists and directors for instrument lessons.

- College has Multipurpose Auditorium with the seating capacity of 400 having a large stage along with green rooms and washrooms.

- College has a large Conference/Seminar Room for various cultural events such a Symposium, Debate, Declamation, Quiz, Poetic Recitation, etc.
- College has a Big Corridor for organizing Poster, Collage and Rangoli making, etc.
- The college organize programs by Radio Channels such as Radio Mirchi for the students and the students are also given opportunity to go on air.
- The college has a separate fund kept aside for cultural activities. Music lab is upgraded as needed out of annual grant.
- College participates in the KU annual Youth Festival which includes shows like Indian Orchestra and Haryanavi Folk Orchestra.
- Annual ‘Suranjani’ Fest brings out the best of students creativity.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response: 24.49

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 12

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

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

Response: 39.07

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

2019-20	2018-19	2017-18	2016-17	2015-16
46.4	359.6	101.87	84.6	2.7

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	View Document
Upload audited utilization statements	View Document
Upload any additional information	View Document

4.2 Library as a Learning Resource

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

Response:

.

The new library building was inaugurated on 14 April 2017. The library hosts reference books, multiple language Dictionaries, Competitive exam books, books of general interest, besides an exhaustive selection of text books. Its first floor has a reading hall and resource center, and the ground floor has a Reference book section. In library 22 magazines, 14 Newspaper are available for staff and students and 10 computers with networking for student use .

A list of books in the library :

Particulars	Total
Text Books	22713
Competition books	2000
Digital resource	10 Computers with internet
Reference books	1427
Magazines	22
Newspapers	14
ATLAS	2
CD	150
SOFTWARE	SOUL (2.0)
College magazine	2017-18

The Information below is publicly sourced and describes the working of SOUL software.

Software for University Libraries (SOUL 2.0)

Software for University libraries (SOUL) is a state-of-the –art integrated library management software designed and development by the INFLIBNET Centre. It is a user- friendly software that undertakes almost all tasks related to acquisition; cataloguing, circulation, and serial. Besides this , it has a powerful and user- friendly OPAC. The process of Library Automation strarted in 2009 with Installation of SOUL 1.0, it was later upgraded to SOUL 2.0 in 2016.

MODULES

The SOUL 2.0 consists of the following modules. Each module has further been divided into sub modules to cater to its functional requirements:

Acquisition

The module enables library staff to handle all the major functions, such as

- Order processing, cancellation and reminders;
- Receipt, Payment and budgetary control;
- Master files such as currency, vendors, publishers etc.

Catalogue

Catalogue module is used for retrospective conversion of library resources.

Circulation

This module takes care of all possible functions of circulation. Major functions of the circulation module:

- Membership
- Transaction
- Inter-library loan
- Over due charges
- Reminder
- Maintenance of the items such as binding, lost, replace, missing, withdrawl, etc.

On-line Public Access Catalogue (OPAC)

One of the major attraction of SOUL is its robust On-line Public Access Catalogue (OPAC). The OPAC has simple and advanced search facility with the minimum information of the item by using author, title, corporate body, conference name, subject headings, keywords, class number, series name, accession number or combination of any of two.

Serial Control

The module keeps track of serials in the library. The serial control module is developed based on the KARDEX system and has following functions built into it:

- subscriptions
- check-in of individual issues of journals
- payment, reminder, binding, and title history
- article indexing of journal/book articles
- cataloguing of electronic journals and keeps track of the history changes of the journals.

Administration

Some more features have been added to the administration module of the SOUL 2.0 with the feedback from students and library staff.

File Description	Document
Upload any additional information	View Document
Paste link for Additional Information	View Document

4.2.2 The institution has subscription for the following e-resources

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

Response: E. None of the above

File Description	Document
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	View Document

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

Response: 1.92

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

2019-20	2018-19	2017-18	2016-17	2015-16
00	2.5	2	2.5	2.61

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

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

Response: 2.59

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

Response: 67

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

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

IT Infrastructure is an essential component for teaching-learning and administrative work. All students are required to take the Compulsory Computer Course in Ist year to became computer savvy. In addition with the introduction of ICT and adoption of e- governance (HRMS, MIS , On- Line admissions, PFMS etc.) more computers and internet facilities are added from time to time . In 2015-16 the college had only 10 broadband connections and now the entire campus is wi-fi and has 50+2 MB lease line.

Highlights of upgrades is as under :

1. A new IT Block was constructed in 2018-19. It has a classroom with LCD facilities and has video editing software.
2. In 2017-18, 62 new computers were purchased from RUSA grant bringing the total to 257 across 18 ICT enabled classrooms and 18 smart classrooms.
3. The percentage of such ICT enabled classrooms is 36.7%, while student-computer ratio stands at 1:16.
4. Approx. 70% faculty members are using ICT resources for daily teaching.
5. One computer lab was added in 2018-19 making a total number of computer labs to 5.
6. A Browsing area was established in the Main Library in 2016-17.
7. One seminar/conference hall with Video Conferencing facility, a digital podium , attached Divyang friendly rest rooms was added in 2016-17. This is frequently used to show documentaries/ short films / presentations to students .
8. The college has a well equipped English language lab with Projector, Audio-Video facility, Computers, and backup system. Students are provided with software based self-learning modules of English to improve their communication skills.
9. The entire administrative block is equipped with computers, scanners, photostat machines and intercoms.
10. The campus is wi-fi enabled in collaboration with JIO since 2015-2016. Further20 Broadband connections are there across the institution.
11. Due to an MOU with BSNL the total bandwidth available to the institution is (50mbps + 2 mbps for

video conferencing).

Library and Automation

ILMS software SOUL is used in library for issue – return of books , it adds to the functionality of OPAC to digitize entire searching, lending, return process.

IT Enabled Teaching and Administration:

- E-Scholarship is running under DBT (Direct Benefit Transfer).
- Payment of fee through e-challan is operational.
- Some IT enabled Modules in operation include
    - ERP module for robust database and MIS reporting
    - Asset management module for department wise stock entry of college property
    - MIS HR module for employee records
    - Online Admissions for centralized admission process.
- College website and you-tube channel is functional.
- Facebook account of college is also operational.
- Digital attendance for staff is ensured through Biometric Attendance system.
- E content facility provided by HEC in the form of a preloaded Hard disk.
- E content got a renewed focus during COVID pandemic and is being developed by all faculty members in the form of Videos, PPTs, PDFs etc which is then mailed to Digiharyana@gmail.com.

Payments done by college for all purchases via GEM portal and PFMS system

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response: 17:1

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

4.3.3 Bandwidth of internet connection in the Institution

Response: A. ?50 MBPS

File Description	Document
Upload any additional Information	View Document
Details of available bandwidth of internet connection in the Institution	View Document

4.4 Maintenance of Campus Infrastructure

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

Response: 13.7

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

2019-20	2018-19	2017-18	2016-17	2015-16
59.33	19.53	8.12	11.44	3.42

File Description	Document
Upload any additional information	View Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View Document
Audited statements of accounts	View Document

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

Response:

All articles i.e. physical, academic and sports, required in the college, are to be purchased out of grants/funds provided by the government. Funds are to be utilized strictly in accordance with the procedure laid down by the Department of Higher Education and the instruction issued by Govt. from time to time. All purchases are to be made through a purchase committee appointed by the Principal. The committee will invariably consist of at least three members of the staff including one senior member. All items purchased shall be brought on the ledger and correctly accounted for.

Apart from this, the Principal of the college is authorised to make direct- purchase from the local market after observing necessary formalities provided that the college has exhausted all approved sources of

supply. The conditions for direct purchase from market includes inviting quotations from three established firms at the first place followed by a comparative analysis of rates quoted by the firms, and lastly order is placed to the firms which has quoted the lowest rates. The Principal of the college shall appoint one of the senior members of the staff as the bursar of the college for maintenance of accounts of fee/ funds and grants. He/she is to ensure correct drawing and disbursement of the funds.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

NAAC

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 19.35

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

2019-20	2018-19	2017-18	2016-17	2015-16
445	462	480	509	525

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	View Document
Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)	View Document

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

Response: 0.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
4	1	1	20	0

File Description	Document
Upload any additional information	View Document
Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)	View Document

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

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

Response: A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	View Document
Any additional information	View Document
Link to Institutional website	View Document

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

Response: 3.3

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

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	55	110	257

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

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

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

Response: A. All of the above

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

5.2 Student Progression

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

Response: 8.52

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

2019-20	2018-19	2017-18	2016-17	2015-16
35	49	142	91	09

File Description	Document
Upload any additional information	View Document
Self attested list of students placed	View Document
Details of student placement during the last five years (Data Template)	View Document

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

Response: 44.62

5.2.2.1 **Number of outgoing student progression to higher education during last five years**

Response: 278

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education (Data Template)	View Document
Any additional information	View Document

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

Response: 12.25

5.2.3.1 **Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, *etc.*)) year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
4	9	1	2	0

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

2019-20	2018-19	2017-18	2016-17	2015-16
27	39	11	14	12

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	View Document
Any additional information	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be

counted as one) during the last five years.

Response: 10

5.3.1.1 **Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	05	01	04

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	View Document
e-copies of award letters and certificates	View Document
Any additional information	View Document

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

Response:

As per the directions contained in letter no. CBR/2018/1518-900 dated 11.10.2018 received from KUK, the elections of the Students Union of the college for the year 2018-19 were got conducted after the lapse of 22 years strictly in accordance with the prescribed guidelines and schedule of elections.The voting was done on 17.10.2018 and the results are as under: -

- **CLASS REPRESENTATIVES (CR's)**:

In all Twenty-Four (24) ClassRepresentatives were formally elected by way of Ballot Paper Voting / Unopposed election by the concerned students of the college. The details are at **Annexure – A-I.**, in original.

- **OFFICE BEARERS**:

The elected CR's as per Annexure A-II hereinabove further consented for the following Office Bearers by way of Voting followed by Draw (in cases where the election got tied in voting): -

1. **Mr. Chirag** of MA-I Pol. Sc. **President**
2. **Mr. Gurjant**of BA III **Vice President**
3. **Mr. Amit Rana** of MA I (Hist.) **Joint Secretary**
4. **Ms. Sapna** of B P Ed – I **Secretary**

The list containing the signatures of the elected Office Bearers is placed at **Annexure – A- III**, in original.

1.

The following students were elected as executive members by common consent of the CR's: -

1. **Mr. Happy** MA-I Economics
2. **Mr. Karan**B.Sc-I – Non-Medical
3. **Mr. Sandeep**BMC – III
4. **Mr. Bhupinder**B.Com – III
5. **Mr. Gaurav**BA- I

YRCC,IQAC

IQAC an administrative body of institution is responsible to initiate , plan and supervise various activites that are necessary to improve the quality of the education (overall quality standards).

The role of IQAC in maintaining quality standards in teaching , learning and evaluation is important. Students are stakeholder of education so to take their opinion regarding quality od education is essential. In our college students are represented by 1-2 students in IQAC. Students feedback and parents feedback is taken incorporated in initiating, planning & various other activities to improve the quality of education.

Role of YRCC students in Executive Committee meeting of YRC

Students of YRCC are members of executive committee. Agenda like criteria and amount of monetary help to under privileged students, brigade formation, Renumeration to invited resource person, District YRC training are discussed in meeting & students are asked to give their opinion and their opinion is considered while decision is taking

The council also facilitated in the following workshops/ trainings in the college by way of setting up the infrastructural facilities, managing computers, guiding the participants and maintenance of paperwork: -

- Workshop cum Training for ERP Modules and Mobile Applications (Apps) under DHE IT Plan–

Jan 2019
- All India Survey of Higher Education (AISHE) – Feb 2019
-
-

Dr. Archna Mishra,

Student council members are contributing towards welfare activities of the students in general. They are members of the Academic/ Eco-club/ Discipline/ Cleanliners committee of the college

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response: 39

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

2019-20	2018-19	2017-18	2016-17	2015-16
38	42	55	35	25

File Description	Document
Upload any additional information	View Document
Report of the event	View Document
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	View Document

5.4 Alumni Engagement

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

Response:

The alumni association contributes significantly to the development of institution through various means during the last five years. Govt. P.G.college Panchkula one of the prestigious institute of Haryana has produced thousands of alumni in different fields i.e. sports, business, teaching, social work and other eminent professions. Some of the eminent alumni of our college include:-

1. Dr. Rajeev. Assistant Prof in Commerece at AAA Govt.P.G College Kalka
2. Dharmapal Singla C.A
3. Manoj Khanna, General Manager, Reliance Jio
4. Deepak Dhiman, State Head, Dainik Bhaskar
5. Yashvir Kadian, Senior Correspondent, India TV
6. Manmohan Singh, Session Judge
7. Harminder singh, Manager Corporate Affairs, Reliance Industries Limited

Our College has a very active calendar of activities through which it connects not only with general college activities but also brings under its fold the alumni for various events. Although the alumni association is not registered but they are associated with institution and among themselves through social media like facebook, whatsapp group and alumni meets.

Some of the important Contribution of our college Alumni Association is as follows:-

1. Reputed members of alumni who are now working as in faculty in college provide financial help.
2. Alumni are invited as resource person/speaker in seminar/as chief guest in events organized by college.
3. They also contribute for student’s welfare by donating books or by sponsoring students.
4. The alumni from corporate & private sectors support our students in placement.

Alumni association annual meet is organized at regular bases along with other alumni meets in the college. Alumni Executive Council meeting is organized periodically where members contribute towards improvement of infrastructure and other facilities through their innovative and valuable ideas as well as with their experience.

Alumni meetings bring a valuable interaction between old and young alumni of the college thereby filling the gap between two generations.

Members of alumni association contribute immensely for the development of college through their guidance and support.

All members of alumni association are invited on all formal functions of our college.Members are also invited for festival celebrations such as Lohri celebration.

There is a separate Alumni fund in the college. Recent Alumni meets are held in 2019 and 2020.first ever Virtual Alumni meet was organized on 10-May-2020, due to the present Covid Pandemic scenario. Members were actively involved in virtual Alumni meet too.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response: E. <1 Lakhs

NAAC

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

Vision : To create and sustain an institute par excellence dedicated to value based education that juxtaposes professionalism with humanism and to pursue unending quest for ever expanding landscape of knowledge.

Mission :

To empower youth to transform challenges into opportunities.

To shape their aspirations and long cherished dreams.

To promote and develop balanced, harmonious, law abiding and concerned citizens.

To provide quality education and encourage creative exploration making use of available technology.

To focus on academic excellence and skill development so as to prepare them for the challenges of outer world.

To expand the range of courses/subjects for the students.

The college constantly strives to turn its vision and mission into reality through designing various curricular and co-curricular activities such as academic programmes, personality development programmes and activities undertaken by NSS, NCC, subject societies, various cells and committees of the college. All these are in strict adherence to and compliance of rules, regulations and directions of its affiliating university and government. The college follows democratic, participatory and transparent mode of governance involving one and all from top to bottom.

Principal and staff are committed to create and sustain an ambience conducive to learning thus facilitating all round development of the students. With an objective of fulfilling their career aspirations and dreams students are offered a wide range of streams and subjects at UG and PG level along with JOCs and PG diplomas. All necessary steps are taken to ensure quality education. Academic calendar and lesson plan are adhered to. Students are imparted lessons through interactive methods making use of ICT tools in smart classrooms as per requirement. Their tests and assignments are timely checked and discussed. Personal attention and guidance are extended by mentors and subject teachers who discuss with them future prospects too. Under academic enhancement, extension lectures and seminars are organized for students to motivate and prepare them for various professions/jobs in government/ corporate sectors. Under personality development programmes, trainings and workshops are held to groom and polish them for job interviews and other skills. Every year Mega Job Fair is organized in the college where students get a chance to get employed.

The college is well equipped with Science labs wherein students can give concrete shape to their

innovative ideas, Computer labs to keep abreast with latest technology and also Language lab to better their communication and soft skills.

With a view to give students an opportunity to explore and hone their talent and creativity in diverse areas, various competitions and activities are organized under Talent Search, days' celebration, cultural fest and such throughout the session.

Students are trained to become responsible and contributing citizens of country by assigning important roles and duties to them in Student Council, subject societies and clubs etc. Being a part of NSS and NCC they learn value of selfless service, discipline and humility. In mentor- mentee meetings too they are taught moral and ethical values by their mentors.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

Decentralization is making a significant impact on policy, planning and management of education. It is seen as a means of improving the efficiency in higher education system and the quality of educational services. The college promotes culture of decentralization and participative management at various levels. It is the core of decentralized governance system being followed in the college. Principal, IQAC members and HODs of the various departments along with teaching and non-teaching staff members, supporting staff, alumni committee, mentor-mentee groups, student representatives, parents, other stakeholders and various other committees make a collective effort towards defining policies and procedures, framing guidelines for examination system, discipline, grievance and redressal, finance and other support services.

Principal is the head of the institution and chairperson of the IQAC. The Principal in consultation with the Teachers' Council nominates different committees for planning and implementation of academic, administrative and related policies. All academic and operational policies are based on the unanimous decision of the Principal, Council members & IQAC members.

The Principal guides and supervises the activities of the faculty members and students with great effort and effectiveness. Council members, HODs and other senior faculty members are consulted by the Principal when the major decisions are to be taken. Staff meetings are held at regular intervals for the consideration of their opinion and all are given equal freedom & opportunity to give their valuable suggestions and solutions for the problems.

Case study

Decentralization and participative management of our college is best shown in the case study of Mega Job Fest organized under Placement Cell.

In the session 2018-19, our college organized a Mega Job Fest, an Ambala Division Campus Placement Drive for the placement of students of government colleges of Ambala Division. The Fair was open to final year students of undergrad courses of all streams and all students of postgraduate courses. A pre-Job Fest training was held on 18, 20 & 21February, 2019 in the college auditorium. Only after the successful completion of this compulsory training, the students were eligible to take part in the Job Fest held on 25th Feb.,2019. Students from various government colleges of Ambala Division i.e. from Kaithal, Bherian (Pehowa), Naraingarh, Chhachhrauli, Kalka, Ambala Cantt, Ambala City, Saha, Barwala, Sector-14, Panchkula & the host college participated in the 3-day training and Job Fest. Companies from varied sectors like e-commerce, banking, manufacturing, engineering, medical, IT, accounting, financial services, NBFC, hospitality, tour & travel, BPO/KPO came for placement.

For the successful organization and smooth conduct of such a big event whole of the teaching and non-teaching staff of the college in the guidance of the Principal and Placement Cell actively participated. Committees were constituted for various Fest related works e.g. registration/ food coupons, data preparations, food and water arrangement, discipline, cleanliness, first aid etc. NSS volunteers and NCC cadets were assigned duties. A booklet on Professional Learning and Grooming For pre-placement training and for the job fest was also conceptualized and compiled jointly by faculty members and students of Journalism and Mass Communication of the college.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

The College is committed to excellence in all fields so that college students and faculty can gain high-quality infrastructure and learn new skills to address universal challenges. For successful execution of the work, the workload has been divided into strategic committees. The faculty members led by the Principal and Council members have created the best possible comprehensive plans and their implementation.

In designing the strategic plan and implementation document, every participant has been closely consulted, which is vital to an organization’s success. All departments receive the action plan for implementation. The institution has focused over the past five years on a number of approaches to build a qualitative college environment. For Example, the proposal for constructing new IT Block in the college for dedicated focus on IT based education for professional courses like BCA, PGDCA, BMC,PGDJMC and BPEd along with providing labs for compulsory computer education to BA and BSc was sent to DGHE for approval by the college and the same was provided by the concerned authority. This block has the facility of toilets and

ramps for divyang students thus making the building divyang friendly.

Such approaches include the creation of ICT-based teaching and administrative infrastructure and the improvement of science labs, computer facilities, and office automation. The college organizes workshops, conferences and seminars in order to promote the academic culture. The institution also plans to develop sports and cultural infrastructure in order to enhance students' engagement and participation in sports and cultural activities. In this way, the institution's strategic plan reflects its vision and mission to achieve higher education excellence.

Accordingly, in the third cycle of accreditation of the college, the following major deployments that were done are:

•The Institution upgraded computer culture with the inauguration of new IT-Block on 5 March 2019.This four storeyed block was constructed by Haryana Police Housing Corporation Ltd. Panchkula. The cost estimated around 486.99 Lac Rupees.

Ground Floor consists of University cell, IGNOU study centre and department of Physical Education.

First Floor consists of well-equipped labs and classrooms for Department of Computer Science.

Second Floor consists of Labs and classrooms for compulsory computer education.

Third Floor consists of Department of Journalism and Mass communication.

•College organized various National Level conferences, workshops, faculty development programmes.

•Computerized library.

•With Smart class room the college promotes ICT-based learning.

•The Institution has upgraded science laboratories.

•Established close linkage with alumni association.

•College magazine is published on yearly basis.

•Extension lectures by eminent scholars of different fields are organized.

•Job Fest is also organized every year

File Description	Document
Upload any additional information	View Document
strategic Plan and deployment documents on the website	View Document
Paste link for additional information	View Document

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

Response:

The Head of the institution is Principal. The Teaching Staff includes Associate Professors andAssistant Professors (including Extension Lecturers). All the financial work is supervised by the Bursars. The Ministerial Staff includes Deputy Superintendent, Assistant and Clerk/Steno. There are Senior Lab Attendants, Junior Lab Attendants and Lab Attendants for the laboratory works. Library Staff includes Senior Librarian, Junior Librarian, Restorer and Library Attendant. Mali, Peons and Chowkidars work as Supporting Staff(Class IV Staff). There is a Boys Hostel in the college, in which there is one Hostel Superintendent.

Regular Teaching Staff gets appointment through HPSC. Guest Faculty is appointed in the College as per the guidelines issued by the Higher Education Department.Appointments are also made as per government rules under Outsourcing Policy Part-1 and Part-2. The services and assignment of works of the employees are governed by the policies and rules of the government.

Assistant Professors are awarded Senior Scale and Selection Grade as per government rules. They are promoted as Associate Professors and are awarded Pay Band-4. Career Advancement Scheme (CAS) has been introduced. Each Assistant Professor has to obtain the minimum score for API in CAS Promotions of Teachers and other Academic Staff.

The Non-Teaching Staff gets the first ACP after 8 years of service, second ACP after 16 years of service and third ACP after completing 24 years of service. All the three grades are awarded to the non-teaching staff and they get promotion in time.

According to the 2016 Rules, Increments are given twice an year to every employee(in the months of January and July respectively).

All the employees are given Casual Leaves and Earned Leaves. A woman employee can avail 20 Casual Leaves during an year. A male employee can avail 10 Casual Leaves during an year. However, after the completion of 10 years of service, a male employee can avail 15 Casual Leaves and after the completion of 20 years of service, a male employee can avail 20 Casual Leaves. Teaching- Staff gets 10 Earned Leaves during a year. Non-teaching staff gets 15 Earned Leaves per year till 10 years of service, 20 Earned Leaves per year from 10-20 years of service and 30 Earned Leaves per year after 20 years of service. The staff has to get the leaves sanctioned from the Principal through HOD's. During the examinations, the

staff has to get the leaves sanctioned from the Principal through the Superintendent of the examination centre.

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

6.2.3 Implementation of e-governance in areas of operation

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

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP (Enterprise Resource Planning) Document	View Document
Details of implementation of e-governance in areas of operation, Administration etc	View Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

The college endeavors to create an ambience congenial to professional and personal growth of its staff members. The college ensures opportunities for faculty and support staff to enhance their knowledge and capabilities and also means for their well-being and job satisfaction. Various welfare measures for teaching and non-teaching staff including *divyang* persons are as follows:

For D*ivyang* persons:

- Enhanced income tax rebate.
- Conveyance allowance.

- Two years of extra service tenure.
- Work from home during pandemic.

For teaching staff:

- Various leaves like casual leave, maternity leave, paternity leave, abortion leave, child careleave, quarantine leave, blood donation leave, earned leave and medical leave as per Haryana government policy.

- Under CSR rules, provision of compensatory leave in lieu of work done by them during holidays.
- Facility of various funds, schemes and allowances like EPF/ GPF/CPF/ NPS/ GIS, LTC, educational allowance and conveyance allowance as per Haryana government rules for faculty members.
- Provision of cashless medical facility and medical reimbursement as per state government guidelines.
- Faculty members appointed prior to 2004 are eligible for pension benefits after retirement.
- Provision of crèche and accommodation in the college campus.
- Study leave to faculty members for pursuing higher studies like PhD and research work.
- Annual and PhD increments are given as per policy.
- Faculty members are encouraged to participate in orientation and refresher courses, seminars, workshops and conferences and duty leave is sanctioned for the same.
- Faculty members are encouraged to organize disciplinary and interdisciplinary state/ national/ international level seminars, conferences and workshops and also to publish papers and author books.
- Faculty members are trained and retrained in evolving teaching learning methods and are encouraged to acquire skills like use of latest technology and ICT tools.
- Healthy work environment is ensured for better performance and physical and mental well- being.
- Various informative and motivational lectures, sessions and activities are organized to maintain work-life balance.
- Achievements of faculty members are acknowledged and applauded at various platforms.

For non-teaching staff:

- Various leaves like casual leave, vacation leave, maternity leave, child care leave, blood donation leave, earned and medical leave.
- Provision of annual increments and promotions, cashless medical facility and medical reimbursement as per state government guidelines.
- Facility of various funds, schemes and allowances like EPF/ GPF/CPF/ NPS/ GIS,LTC, uniform allowance and conveyance allowance as per Haryana government rules.
- Facilities of on campus accommodation and crèche.
- Provision of wheat advance and festival advance.
- Non-teaching staff is encouraged to hone and update their administrative, technical and soft skills.
- Workshops and training sessions are held to train them in computer skills.
- Non- teaching staff are encouraged to pursue higher studies to improve their qualifications and are

given access to computer and college library.

In addition to the above mentioned facilities any other welfare measure or scheme introduced by state government is implemented in college in word and spirit.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response: 2.54

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

2019-20	2018-19	2017-18	2016-17	2015-16
4	04	1	2	0

File Description	Document
Upload any additional information	View Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	View Document

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

Response: 2.4

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

2019-20	2018-19	2017-18	2016-17	2015-16
5	4	1	1	1

File Description	Document
Upload any additional information	View Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	View Document

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

Response: 31.88

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

2019-20	2018-19	2017-18	2016-17	2015-16
69	10	10	29	14

File Description	Document
Upload any additional information	View Document
IQAC report summary	View Document
Details of teachers attending professional development programmes during the last five years	View Document

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

Response:

Unbiased Performance Appraisal System has been implemented for teaching and non-teaching staff in the Govt. Universities and colleges as set out of the UGC guidelines implemented by Haryana Govt. All faculty members fill in Performa prescribed for self-assessment. PAS program helps the faculty members to achieve excellent teaching –learning and research results. The institution has performance based appraisal system for the Assessment of teaching and non-teaching staff.

Teaching staff:

The API (Appraisal Performance Index) of the teaching staff is on the basis of their academic and research activities and duties and committees assigned by the Principal. It is also based upon his/her interaction and relations with the students, colleagues and administration. The performance appraisal report is to be filled by the teaching staff in a given prescribed proforma which includes three main categories i.e. Category one contains Teaching, Learning and Evaluation-related activities. Category two contains Co-curricular, Extension and Professional Development related activities. And Category three is mainly focused on Research and Academic contributions. The PBAS Proforma is the primary means of assessing a faculty member for the purpose of promotion under Career Advancement Schemes (CAS) and awards. The Performance Appraisal Reports (PBAs) provide good feedback to faculty. The overall report is further reviewed by the Principal and the Convener of IQAC and final performance functioning status is setup and confidentially recorded in the office.

Secondly, an online self-appraisal report is filled by the staff and is submitted to the competent authority. For the teaching staff the first reviewing authority is the Principal and after the remarks of the Principal, the ACR is sent to the Director Higher Education. All the faculty members are provided dongles having their digital signatures for filling up their online ACR's in a secure and speedy way.

Non-teaching staff:-

Every non-teaching staff member is assessed for his/her performance according to his/her works, duties and responsibilities assigned by the principal. ACR (Annual Confidential Reports) are filled by every non-teaching staff and after getting forwarded by the concerned HODs, grading is assigned by the Principal according to his/her performance. The systematic procedure has helped the principal to motivate the employees for better performance.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The institution conducts Internal and External Audits regularly. For Internal Audit, the College constitutes a committee of 3-4 members, which are designated as Bursars. These Bursars check and examine the Bills and other Financial Documents on day to day basis. This is done to maintain financial accuracy. In this way, Internal Audits on day to day basis are conducted by the Bursars of the College. Bursars sincerely undertake this internal audit regularly in the College. In the Session 2014-15, the College had 2 Bursars, in the Session 2015-16, a committee of 3 Bursars was constituted, in 2016-2017, 4 Bursars were appointed, in 2017-18, the College had 3 Bursars, in the Session 2018-2019, 4 Bursars were appointed and in the session 2019-2020, 4 Bursars looked after the Internal Audit.

So far as Financial Audit is concerned, it has two parts namely Fund Audit and Grant Audit. Fund Audit is done by Local Audit Department of Haryana Government. In our College, Audit of Funds has been done up to 31stMarch, 2019.

So far as the Audit of the Grant is concerned, the College has written a letter to the AG Office but no reply has been received as yet. The College tries its best to get the Audits done regularly. As per the rules, upto the purchase of Rs. 500/- no quotation is required. Minimum three Quotations have to be invited if the amount of purchase exceeds Rs. 500/- Then a comparative statement is made and the order for purchase is given to the Firm/Shop that quotes the minimum rates.

Grants mainly come from the Department of Higher Education. The received grant is allocated to the stake holders and it is spent after following the due procedure. Proper stock-entries are made and Physical Verification is done by a committee constituted for the purpose. Unspent amount, if any, is returned to the Department and the Utilization Certificate is sent to the Department.

Mechanism for Settling Audit Objections:

The Audit Objections are studied in depth and the reasons for the objections are traced and detected. After finding out the reasons, the responsibility is fixed as per the norms. Thus, Audit objections are settled according to the instructions of the Auditor. Further, recoveries are made and mistakes are corrected as per the rules.

If any Record is found missing, then the record is traced and presented before the Auditor and the Paras are settled. Sometimes recoveries are to be made from the defaulting officer. In such cases, that particular receipt is shown to the Auditor at the time of the next Audit, and it is entered in the Cash Book as Day Book for settling down the Audit objection.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response: 8.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
5	0	0	0	3.2

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	View Document
Any additional information	View Document
Annual statements of accounts	View Document

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

Response:

Being a Government institution, the College has to follow the Resource Mobilisation Policy laid by the Government and the concerned Affiliating University. The college makes endeavours to get maximum grants for organizing seminars, conferences and upgradation of infrastructure by timely submission of proposals to the office of the Director, Higher Education, Haryana.

?Some of the faculty members provide financial assistance to needy students.

?Classroom of the college was utilized for conducting NCERT Teachers Training programme. The college received Rs. 28,000/- from NCERT.

?The college received Rs.27,150/-from IGNOU(for conducting Exams in the college in December, 2018), Rs. 38,160/- from IGNOU(for conducting Exams in the college in June, 2019) and Rs. 35, 940/- from IGNOU (for conducting Exams in the college in December, 2019). All this amount was deposited in the Electricity Fund of the college.

?UGC granted General Development Assistance worth Rs. 5,76,000/- (FD diary No. 10942, dated 13-01-2017)and Rs. 1,44,000/- (FD Diary No.10943,dated 13-01-2017) to the college vide its letters dated 06-02-2017.

?Labs are maintained in a cost-effective way. Lab-attendants were given a training for the maintenance of Laboratories.

?Maintenance of Generator, Photocopiers, U.V. Water Purifiers is done.

?**Seminars and Conferences:**

? One day National Seminar on the topic, “Modern Trends in Physical Education and Sports” was organized on 02-03-2016 in the college. Grant of Rs. 50,000/- was received from the Higher Education Department. A sum total of Rs. 42, 500/- was collected as Registration Fee(Rs. 400/- for Participants and Rs. 100/- for Research Scholars). Rs. 42, 500/- were deposited in the Sports Fund.

? XIIth International Geographical Union(IGU) India, Conference on “Climate Change, Natural Disasters and Sustainable Development” was organized in the college by the Department of Geography from 22-02-2019 to 24-02-2019. Total amount collected as Registration Fee and Accommodation charges was

Rs. 10,10,640/- Out of this amount, Rs. 8,72,047/- were utilized for the purpose of accomodation of delegates, food, for organizing cultural evening, sight seeing of delegates, conference bags, website development etc. and remaining Rs. 1,38,593/- were kept for the publication of the conference proceedings. Amount received from SERB was Rs. 1,50,000/- This amount was fully utilized. Amount received as Government Grant was Rs.1,50,000/- Out of this grant, Rs. 1,49,317/- was spent on the conference and balance Rs. 683/- got lapsed. Another amount worth Rs. 6,50,000/- got fully lapsed. Bills of Rs.3,34,095/- were still pending for which grant was demanded and Rs. 3,34,000/- were sanctioned.

?In order to sensitize students on environment issues, the Directorate of Environment (Haryana) was approached to organize various events. International Day for the Preservation of the Ozone Layer was celebrated on 16-09-2016. A sum of Rs. 2,00,000/- was granted by Director, Directorate of Environment, Government of Haryana to organize a National Seminar on “Environment Ecology and Conservation.” The amount was fully utilized for organizing the above mentioned National Seminar in the college on 04-02-2017.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.5 Internal Quality Assurance System

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

Response:

IQAC of the college streamlined the process of API score verification of the staff. Earlier no proper procedure had been adopted. Under the chairpersonship of Principal Dr. Archana Mishra, Criteria Incharges were made and 2-3 members were appointed for the verification of each criteria. A proper format for forwarding the API cases and for the summary of the scores was designed by the IQAC. All the Assistant Professors who wanted to get their API scores verified by the IQAC, were requested to get their cases entered in the Register kept with L.A. Mr. Chand Ram and submit the cases to him. The Register was kept in order to monitor the time being taken to verify the cases of the Assistant Professors by the IQAC after the submission of their cases to L.A. Mr. Chand Ram. Earlier the system was not streamlined, therefore a lot of cases were to be examined by the IQAC. Therefore, in order to verify the API scores of all the cases of the Assistant Professors (which had been submitted) to the IQAC, well in time, the meeting of IQAC was held on every Tuesday. Once all the cases got cleared, then cases were examined and verified soon after they were submitted.

Another initiative taken by the IQAC was regarding the augmentation of the Infrastructure along with developing and maintaining green campus. The new library was constructed in the session 2016-17. In order to utilise the space of the old library, a small Seminar Room was made and the outside area was

developed into the new Staff Room. The Old Staff Room was developed into the IQAC Room. The unutilized space of the college was developed into an Incubation Centre cum Startup Centre in the session 2017-18. An IT -Block was also developed which has been constructed keeping in mind all the Divyang friendly features. The stony area behind the Science Block was developed into a kind of Botanical Garden and this work was done in many phases which include levelling, preparing beds in the stairs, planting such plants like Amla, Giloy, etc. that grow easily in shady areas. In order to make the institution eco-friendly and to conserve natural resources and to reduce the burden of electricity usage,two plants of Solar- Panels(45 kv and 30 kv) have been purchased for the college.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

Our institution has contributed a lot during the preceding five years with regard to quality and post accreditation quality initiatives. For example, Mentor -Mentee groups have been constituted in the college and Tutorial group meetings are regularly conducted in the college from time to time for the welfare of the students. The main purpose of these Tutorial group meetings is to take care of the students and to solve their problems. For this purpose one teacher is made to the Mentor of a group of students and the Mentor takes care of his Mentees. He remains in touch with the students, he tries to solve their problems whether they are related to the college or whether they are his personal problems. The students in these tutorial group meetings are informed about the rules and regulations of the college, about the library, about discipline, about the functions and various activities organised by different departments of the college, etc. The students in these tutorial group meetings are asked to give their suggestions for any kind of improvement so that the teaching -learning process can be made better in the college.

New courses have also been introduced in the college and the seats in different courses have also been increased:

1. BA I - 400

2. BA I English Hons.- 60

3. BA I Non- Medical- 160

4. BSc I Medical- 80

5. B.Com I- 320

6. BCA I -60

7. BMC I -40

8. MA I English-60

9. MA I Pol Science- 60

10. MA I History-60

11. MA I Psychology-60

12. MA I Economics-40

13. M.Com I-120

14. B.Ped-50

15. PGDCA-60

16. PGDMC-60

17. BSc Applied Psychology I-60

18. PG Diploma in Translation-40

19. BSc in Computer science-40

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.5.3 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality intitiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: B. 3 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	View Document
Upload details of Quality assurance initiatives of the institution	View Document
Upload any additional information	View Document
Paste web link of Annual reports of Institution	View Document

NAAC

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

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

Response:

Gender Sensitization through Curriculum: There are three options offered by the affiliating University in MA Final (English) Paper XV and XX — (Opt i) 'Literature and Gender,' (Opt ii) 'Literature and Philosophy' and (Opt iii) 'New Literatures.' **'Literature and Gender'** has been chosen keeping in mind its importance in generating gender sensitization amongst the students. The paper helps the students understand gender as a social and cultural construct and offers them an empirical study of gendered practices and norms.

The other departments of the college also incorporate gender equity and sensitization programs in their teaching by holding Awareness Sessions, Lectures and Competitions on gender related issues for the students from time to time.

Co-curricular Activities for Gender Sensitization: To expand the limits of their acceptance, the students are sensitized towards the importance and inclusion of all genders present in the society. A special lecture was organized by the JMC Department **for generating acceptance and respect for the Transgenders. Dhananjay Chaudhary** interacted with the staff and students of the college and shared his story with all.

There is an active **Women Development Cell** in the college which organizes diverse gender equity programs for the students of the college to create awareness amongst both the genders. There is also a **Legal Literacy Cell** which enlightens the girls, rather all the students of the college, regarding their legal rights. Both the Cells regularly organize useful lectures and hold special sessions for the students with physiotherapists, doctors and lawyers on diverse issues related to **Women, their Health and their Rights.** Open house discussions **'Bindaas Bol'** give the girls **right to free expression**. Various **Workshops on Healthy Cooking, Tailoring, Painting, Pot decoration**, etc are organized to impart skills to girls to make girls self-reliant. For their recreation and fitness, fun-filled activities like **Saree Competition** and **'Move and Motivate'** shows are held. **Educational and Adventure Tours** are regularly organized to give the girls, most of whom come from economically weak background, an opportunity to enrich and learn from their experience of and exposure to the outside world.

Facilities for Women in Campus: To ensure that the campus is safe and free especially for the girl students who have comparatively less representation in college population in terms of numbers, a **'Pink PCR Van'** is stationed in the college throughout the working hours. The college has a spacious makeshift **Common Room, with the facility of hygienic washrooms having a Sanitary-pad Vending Machine and Incinerator** for girl students. A **lady helper** present there attends to their needs and problems. A **Counselling Cell** has been set up in the **Psychology Department** which provides the students a private place to share their anxieties. In case, they are not comfortable going there, there is **Your Dost app** run by the Department of Higher Education, Haryana which helps them to share their problems online with the counsellors while maintaining their anonymity. The **Day-care facility** has been provided to female staff to make working easy for new mothers and staff with small kids.

File Description	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	View Document
Link for annual gender sensitization action plan	View Document

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

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

Response: B. 3 of the above

File Description	Document
Geotagged Photographs	View Document
Any other relevant information	View Document

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

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

Response:

To keep the campus clean and green as well as to save the environment, the college takes the following steps to manage three types of waste:

Solid Waste Management: *Solid waste is collected in dust bins kept at different spots of each floor of each block and then segregated into wet and dry waste. Wet waste is disposed into a pit for composting while dry waste is taken away by the MC garbage collection van. Waste such as vegetable peels from the Hostel Mess is used to feed animals. Dry leaves are not burnt, rather they were earlier collected and buried in a pit for composting. Now they are put in the vermin-composting pit. Incinerators are installed in girls' and ladies' toilet for disposing sanitary pads.*

Liquid Waste Management: *Water from the few air conditioners installed is collected and used as distilled water for batteries.*

Bio-medical Waste Management: *All potential pathogenic cultures, etc generated in the laboratories of Botany, Biotechnology and Microbiology are inactivated/ destroyed through Autoclaving, Hot air Oven. There are also Incubator and Laminar Air Flow in the Microbiology laboratory. Other sanitary waste is disposed of through incinerators.*

E-waste Management: *There is a provision to dispose of e-waste through HARTRON as per its policy for e-waste management.*

Hazardous Waste: *Standard safety procedures are followed in the laboratories of Microbiology, Chemistry and Biotechnology. The safety measures are also displayed in labs for the ready reference of students.*

File Description	Document
Any other relevant information	View Document
Link for Relevant documents like agreements/MoUs with Government and other approved agencies	View Document
Link for Geotagged photographs of the facilities	View Document

7.1.4 Water conservation facilities available in the Institution:

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

Response: B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document

7.1.5 Green campus initiatives include:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**

5. **landscaping with trees and plants**

Response: Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	View Document
Geotagged photos / videos of the facilities	View Document
Any other relevant documents	View Document

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

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

Response: B. 3 of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	View Document
Certification by the auditing agency	View Document
Any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

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

Response: B. 3 of the above

File Description	Document
Policy documents and information brochures on the support to be provided	View Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document

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

Response:

The college endeavours to create an inclusive environment for all the stakeholders and organises different activities regularly to maintain peace and harmony.

It welcomes teaching and non-teaching staff members from different communities, regions and also from different economic background with their balanced representation. They have common staffroom to sit, interact and hold meetings without any discrimination. The college adheres to government rules and regulations for the admission process. It is termed as the 'Hub of Education' because of its prime location and being the only college offering different post graduate courses in the vicinity. The interests of students from varied groups are taken care for the representation of each category. Seats are reserved for SC/OBC students as per norms and different scholarships schemes are provided for their encouragement and upliftment. When the indirect elections for Student Council were held in 2018-2019, the Post of Secretary was reserved for a girl student and Ms. Sapna from B. P. Ed-1st Year was elected on the post. Special attention is paid to the problems of the students who belong to villages.

The college propagates the importance of Vedas and Swami Vivekanand's vision to build a positive image of all the communities. Geeta Jayanti has been celebrated which is based on the idea of purgation of soul and promotes fulfillment and symphony of all the senses sans prejudices. The college also observed 126th Universal Brotherhood Day to promote the idea of universal acceptance and peace. To sensitize the students regarding the plight of LGBT Community, a Conversational Session with transgender Dhananjay Chauhan was also organized.

In order to inculcate tolerance and harmony towards cultural diversity, every year the college organises Talent Hunt Show and Cultural extravaganza named 'Suranjini Utsav'.

To promote multilingualism, different workshops on the importance and usage of English and Sanskrit

were organized. Hindi Diwas is celebrated every year by the Department of Hindi. 21st February 2020 was observed as Mother-Tongue Day (Matri Bhasha Diwas) to promote linguistic diversity. On the occasion of 50 years of Haryana's glorious foundation, students participated in State Level Celebration of Haryana Swarn Jayanti at Kurukshetra in the category of Haryanvi Folk Group Dance and bagged third position with Rupees 51000/- as prize money.

Also, impact of all the social welfare extension activities of college is in the interest of localites and are specially concerned with the upliftment of nearby villages. The college encourages the greater participation of local administration as well. Students and teachers both are motivated to take part in National development drives, rallies and the birth anniversaries of national heroes to promote national integrity. A seminar titled Nationalism ' Freedom of Press' was also organized to create symphonic association of nat spirit and freedom of media.

Thus, the college is constantly striving to create healthy, positive and harmonious environment for all the communities.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document
Link for any other relevant information	View Document

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

Response:

The college, through various activities, encourages the students and employees to abide by the constitution and aims to inculcate the values that promote equality and harmony amongst one and all. The college guarantees the Right to Education to all without any discrimination on the basis of caste, gender or race. National festivals like Independence Day and Republic day are celebrated with great vigour to build a sense of responsibility among them for their nation. On 01.11.2015, students also performed Vande Matram Song on the occasion of Haryana Day at Haryana Raj Bhawan Chandigarh.

The college also observes Constitution day on 26 November to explain the objectives, structure,

composition and powers of constitution to all. And for this purpose 'The Preamble' is also read amongst all. Through rallies and posters, the students of our college spread awareness regarding Universal Franchise. Further the college is tirelessly making efforts to sensitize the students regarding the significance of 'Right to Vote' and encourages them to use their votes wisely by observing 'National Voters' Day' regularly.

The college also organizes special talks and lectures on Swami Vivekanand and aims to build the spirit of common brotherhood by propagating his teachings to create a better nation. To inculcate tolerance, peace and love among all, on 11th September 2020, the college also observed 'Universal Brotherhood Day' and promoted the idea of universal acceptance through it.

The birth anniversary of Mahatma Gandhiji was observed as 'Non Violence Day' to build a peaceful nation. The college celebrated the anniversary of UN Charter as 'UN Day'. District Level Youth Parliament and State Level Youth Parliament Sessions were organized by the college in order to develop democratic ideals in the younger generation and enabled the students to hold discussions on the recent trends in Indian Political System. 'Human Rights Day' was observed to make students aware and push them for the protection of their rights. The college also had the proud privilege of organizing the 1st State Level Youth Parliament on 14th April 2017 to commemorate 126th Birth Anniversary of Dr. Bhimrao Ambedkar.

The Legal Literacy Cell of the college is also continuously making efforts in spreading awareness among the students and faculty members regarding various kinds of legal rights provided by The Constitution for the security and betterment of the citizens. Every year the cell organizes various College, District and State Level Competitions to provide legal education on legal rights and other. The college also organizes Open House Discussions from time to time to promote the freedom of thought and speech. And to keep the students up to date and informed regarding the current trends, group discussions on burning issues e.g. Group discussion on Article 370 was held and Prime Minister's address to nation was also streamed live twice.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	View Document
Link for any other relevant information	View Document

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

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

Response: B. 3 of the above

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

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

Response:

Every year the college celebrates the National and International commemorative days, events and festivals with great enthusiasm and energy. The students and all the members of the college, teaching and non teaching, transcending all the barriers of religion, caste and gender; attempt to create a happy, healthy and joyous environment in the college with their positive energy and high spirits. The college spreads patriotic fervor and salutes India's freedom and Indian Constitution by celebrating National festivals such as Independence and Republic Day. The NCC cadets from the college participate in Independence Day and Republic Day grand parades at District Level and even at New Delhi.

The college also commemorates the birth/death anniversaries of Great Indian Personalities who has been the role models for today's youth such as Mahatma Gandhiji, Dr. Sarvepalli Radhakrishnan, Sardar Vallabhbhai Patel, Swami Vivekanand, Shaheed Bhagat Singh, Subhash Chandra Bose, Maulana Abul Kalam Azad etc. Through various initiatives, the college motivates the students to adopt their positive thoughts, fruitful ideologies and enlightening teachings to make India a progressive nation. The Conversational Sessions are held from time to time, Special Expert Talks and Extension Lectures are organized to fulfil the purpose. The college is continuously making efforts in spreading the valuable messages of these luminaries by holding poster, slogan, poetry and declamation contests. Even the students as well as with faculty members are motivated to participate in different nationwide drives. The college participates every year in the nationwide marathon- 'Run for Unity' to live Sardar Patel's dream of 'Unity in Diversity' or to recreate Gandhiji's vision of 'Clean and Green India' through Swachhta Abhiyan, wholeheartedly every year. The 550th Guru Nanak Dev Ji Jayanti was also celebrated with great exuberance during 2019-20.

Even for the upliftment and betterment of the society, the college continues to work in the direction of selfless service. And in order to fulfil this mission, the college observes 24th September as NSS Day by organizing various awareness rallies. Every year the college celebrates 'National Youth Day' by participating in 'Run for Youth' marathon. On 14 January 2019, a declamation contest named 'Yuwa Prerna Pratiyogita' was held in collaboration with Vivekanand Kendra, Panchkula.

Women's festivals such as International Women's day and National Daughters day have been the dearest

to promote women's rights and their holistic development. The college observes these days to challenge society's orthodox mindset, to safeguard the interests of women and to reduce gender inequality and discrimination.

The college made students aware about the important tradition of providing accurate information by highlighting the journey of largest public broadcaster as Doordarshan day. International Yoga day is celebrated with great energy and vitality by performing yogic exercises for good health and relaxation.

To retain, promote and elevate Nation's traditions and beliefs the college celebrates various events such as Gita Jayanti, Bhartiya Nav Varsh, Handloom day, Hindi Divas etc. These endeavors help the students to understand the indispensable and fundamental traditions of the nation.

File Description	Document
Link for Annual report of the celebrations and commemorative events for the last five years	View Document
Link for Geotagged photographs of some of the events	View Document
Link for any other relevant information	View Document

7.2 Best Practices

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

Response:

Title of the Practice: Quest: A Search for Harmony

Objective of the Practice: A multi-disciplinary society, Quest: A Search for Harmony was started in the year 2015 with the underlying aim to inculcate social, ethical, cultural values amongst students and staff members through special lectures and interactive sessions. The very name of this practice, 'Quest' suggests how and in particular ways, the trans-academic and academic curiosity of students can be satiated. This is a lone college of Haryana where this practice under this particular name is being conducted.

The Context: It goes without saying that in consonance with the problems faced by Indian youth on being exposed to contemporary print, electronic and social media, the need of the hour was to give a moral direction to the students for shaping their all-round personality. Due to the growing consumerism, fast life, over ambition of students aspiring to earn money through hook or by crook has resulted in stress due to which many cases of suicides amongst Indian Youth have been reported.

The university includes only academic courses for students and lacks the moral education which should be a compulsory subject in the syllabus today. To overcome this lacuna, this practice was introduced. Higher Education is a kind of leadership education. The lectures delivered, whether on ethics, moral values, life history of leaders and so on, heavily influence the future leaders and nation-builders who are at present these students. Since students are a part of future leaders of our country so until we create good citizens only then we can dream of making good leaders and better India for tomorrow.

Keeping all this in mind, the focus of this practice is to make students aware of Indian values, telling them ways and means to overcome tension through yoga, meditation, positive thinking. The focus in the practice is to make students comprehend what is right and refrain from doing the wrongs so that they become good citizens.

The Practice: It is through this practice that the college has tried to contribute in the character building of students and the staff, and thus, towards nation-building on the whole. To play the role of 'change agents,' a healthy environment was created in the college by keeping the channels of dialogues open between teachers and students and guiding them by giving them opportunity to interact with eminent persons from society and learn from their experiences. Techniques of removing stress and contolling their mind and emotions were also taught to them. The students were made conscious of rich cultural heritage of India passed on through spiritual texts by facilitating talks on 'Importance of Gita in Present Times' for them.

Evidence of Success: Many interactive lectures have been organized by Quest. The research on the success indicates that students have taken great interest in listening to the resource persons. There has been active participation in sessions in question answer form. Questions have been followed by counter questions, supplementary questions thereby leading to knowledge enhancement and building of personality. Sometimes students came up with new ideas thereby leading to enhancement in their knowledge as well as building their personality.

Problems Encountered and Resources Required: So far, no problem has been faced vis-à-vis implementation of this practice.

Notes: Of course, this kind of practice should be followed in all other institutions of this country for students' betterment, their character building which will provide a fillip to build a better India and lead to the development of our country.

Title of the Practice: Campus Buzz: The News-letter

Objective of the Practice

1. To present the students with an in-campus tool to hone their news writing skills along with

their PR skills.

2. To provide the students with a better understanding of the work done in publication media,

like newsletter designing including layout designing, by bringing them closer to real life

publication.

3. To offer them with a platform for hands on training and thus groom them for field challenges.

4. To help them discover their field of interest and showcase their talents in the varied fields of

photography, reporting and other journalistic practices.

5. To document and showcase the major activities of the institution.

The context: In the context of higher education scenario in India, where major stress is on theory, such practices which teach theory through practical are a welcome and refreshing change for the students. If the student is hurled into the ruthless competition world with mere theoretical knowledge, he would surely be disillusioned with the education he has received. The publication of this newsletter served as a learning tool for the students. This practice is also a unique blend of both learning and growing. It assures the students regarding what their job responsibilities would look like in future. By engaging in the complete process of developing the newsletter, they cultivate an understanding of the field of Journalism and Mass Communication. This practice enables them to face their jobs with ease and precision. It provides them with challenge solving opportunities and helps them in understanding the nitty-gritty of the profession. This not only builds their confidence but also ensures that they are professionally well turned out.

The Practice: A newsletter is a must for students of Journalism and Mass Communication to understand the basics of the subject and gain practical exposure. However, the Department of Journalism and Mass Communication also wanted to use the human resource available with them in the best possible manner and contribute to the overall showcasing of the college activities. It intended to bring an understanding to the students involved in the publication about how the PR tool of newsletter can play an important in building the image of the institutions.

Evidence of Success: The Department of JMC successfully came out with the several issues of Campus Buzz during this session which encouraged the students to do better in the upcoming issues. The practice proved to be a beneficial exercise for the students of the department. They found it interesting as well as exciting. The students gained confidence in handling their respective fields like photography, writing press releases, etc and hence tasted how the original setup looks like. They showcased the field that they thought was their best talent. They became more confident about their skills post this practical exercise.

The practice in this session became a trade mark of the department and students from other departments also started to contribute to the exercise. The department successfully came out with more issues of the newsletter that gained appreciation from not only the college staff but also guests who came across the newsletter. This made the students more confident as they gathered more experience from the exercise of publication of multiple issues. Most importantly, the newsletter provided the department with an opportunity to showcase the college activities.

Problems encountered and Resources Required: Unavailability of publication system within the campus along with limited time was a problem encountered by the publishers of the newsletter. The amount of time the students could spend on the activity was limited as the newsletter is an additional activity apart from their regular coursework. Due to limited space only few selected news stories could be published.

File Description	Document
Link for Best practices in the Institutional web site	View Document
Link for any other relevant information	View Document

7.3 Institutional Distinctiveness

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

Response:

The most distinctive feature of the college is that it is **the only Government College in Haryana** which **offers B. P Ed** and **has the distinction of producing many athletes and sportspersons representing country at even International level.** Guided and mentored by dedicated teachers, who themselves have been International players and are the Convenors of various Selection Committees at University level, the sportspersons of the college have shone at all the levels in all the events, whether it is Volley Ball, Basket-ball, Judo, Yachting, Taekwondo, Athletics, Ball Badminton, Lawn Tennis, Mal-khamb, Badminton or Kayaking. Some of the remarkable achievements of the Sportspersons of the college are as follows:

- **Vikas Kaushik,** Roll No. 17091652 and **Rimpy Dabas,** Roll No. 17091603, both students of B.P Ed-II, have had the rare distinction of participating in the event of **Heptathlon** in the **'30th Summer Universiade 2019', (World University Games) held at Napoli, Italy from 3rd -14th July, 2019.**
- **Vikas Kaushik** also won **Silver medal in Decathlon** in **All India Inter University Championship** and **Gold Medals in Decathlon, Pole Vault and Silver in 4*100M Relay race** in **Inter College Athletic Championship at K.U.K.**
- **Rimpy Dabas,** the **Athlete** participated in the **All India Inter-University Championship,** won **Gold Medals in Heptathlon, Long Jump, High Jump at Inter-College Championship.** She made **a new University record in Heptathlon with 4243 points.**
- **Varsha** of B.P. Ed-I, Roll No. 17091620, an athlete won **Gold Medal in Half Marathon** (21Km) at **All India Inter-University Championship** and **Silver Medal in 5000M**. She got Gold Medals in 800M, 1500M, 5000M, 10,000M, 21Km at K.U.K. Inter-College Championship. She was also selected **'Best Athlete' in K.U.K. Inter-College Championship**. She participated in the **Federation Cup in Athletics**. In Cross-Country, she got **Silver Medal in All India Inter-University Cross-country Championship**, 2 Gold Medals (Event 3 Km, 5 Km) in Khel Mahakumbh State Championship.
- **Ravi Kant** of B.P.Ed-I, Roll No. 18091651 won **Heavy-Weight (92 Kg) Professional Boxing Fight (Pro-Boxing)** in **Thailand (Bangkok).** He also won **International Professional Boxing Fight** on 24th March, 2019 at **Kolkata.** He also won **Gold Medal in Battle of the King National Pro- Boxing Championship held at Delhi** on 26th January, 2020 and another **Gold Medal in 7th Edition Pro- Boxing Fight Night held at Mumbai** on 01st January, 2020.
- **Pradeep Mor,** an International Hockey player, participated in **Junior Hockey World Cup, Third Asian Championship, Japan Test Series, and Europe Tour.** He stood **first in the Champions**

Trophy and secured first position in Nehru Cup and Second Position in Kalinga Cup. He also **attended the Olympic Camp.**

- Three students of the college, **Ms. Pooja, Ms. Navdeep Kaur and Ms. Amanjot Kaur** participated in the **Asian Rowing Championship held in Beijing, China.**
- **Ritu Rani** of B.P.Ed-I, Roll No. 19091672 **is an Inter- National Football Player.** She won **Gold Medal in South Asian Games** and **a Bronze Medal in Football Kotif Cup held from 1st – 8th August, 2019 at Spain.** She represented India in **FIFA Ranking matches held at Uzbekistan** from 29th August, 2019 to 3rd September, 2019 and **Vietnam** from 2nd to 6th November, 2019. She also participated in the Senior National Football Championship held at Arunachal Pradesh in the month of September, 2019.
- **Simrat Singh Gill** of B.P.Ed-II, Roll No. 17091651, won **Bronze Medal** in **Senior National Baseball Championship at Indore (M.P.)**
- **Baljeet Kaur**, B. P. Ed I, Roll No. 17091624, was **amongst the Top Eight in the India Camp for Asian Games in Pune in Fencing.**
- **Mamta** got **Bronze Medal in All India Inter University Hockey S5** and was selected for **Combined university Hockey both in playing Eleven and S5Tournament.**
- **Sandeep Kumar** of B.P. Ed-II, Roll No. 15091605 won **Gold medal in Wrestling in the National Rural Games and a Gold Medal in KUK Inter College Championship.**
- **Amanjot Kaur** of B.P.Ed-II, Roll No. 15091651 **won one silver medal and two bronze medal in All Inter-University Rowing Championship and K.U.K team 2nd in All India Inter-University.**
- **Karambir** of B.P.Ed-I, Roll No. 16091603 **won Silver Medal in Boxing Senior National Games.**
- **Ms. Pooja**f B.P.Ed-II, Roll No. 15091654 got **1st Position in Dragon-Boat in the National Games.**

The Physical Education Department of the college has also hosted a few prestigious events in the college.

-
- **Three days' Inter-Collegiate State Championship Judo (Men) and Boxing (Women)** was organized in the college under the aegis of Department of Higher Education, Haryana.
- **Two days' first Haryana State Inter College Yoga Tournament** was organized in the college from 19th to 20th February, 2018**.** It was attended by 27 teams (boys and girls) from different colleges affiliated to Kurukshetra University Kurukshetra from all over the state and saw a participation of around 200 students.

The Department of Physical Education of the college has contributed immensely in making the college stand-out and shine in the Sports landscape of Haryana.

The college has another distinctive feature which makes it stand out in Haryana. It is the first college in Haryana which has the **Start-up Incubation cum Centre of Excellence** which caters to four colleges of Panchkula district. In order to promote self-employment or entrepreneurship in the state of Haryana, **Department of Higher Education** built Start-up Incubator cum Centre of Excellence at this college which caters to four colleges including Government Postgraduate College, Sector-1, Panchkula; Government Post Graduate College for Women, Sector 14, Panchkula; Smt. Aruna Asaf Ali Government Post Graduate College, Kalka and Government College, Barwala. The centre aims to identify and support budding and promising entrepreneurs, develop business ideation at college level and encourage innovative Start-ups by providing assistance and guidance to aspiring entrepreneurs regarding all kinds of know-how related to government regulations, procedures and compliance, to establish new businesses. The Incubator has been

running specially tailored Entrepreneurial Courses, Practical Training and Mentoring Programs and till date 22 Start-ups have been registered through it.

File Description	Document
Link for appropriate web in the Institutional website	View Document
Link for any other relevant information	View Document

NAAC

5. CONCLUSION

Additional Information :

The institution has worked in all areas to make the working environment advantageous to all its stakeholders. Whether it is the safety and security of girl students or the facility of Day Care Centre for the female staff, the institution headed by a Female Head has lent a different perspective and priority to these issues. The inclusion of the Divyaang students in all the activities of the college and their easy access to all their places of need have been ensured. The initiative of 'Quest: A Search for Harmony' has helped to revive of moral and spiritual values amongst the staff and students and Campus Buzz, the college Newsletter gives practical exposure to students for reporting and journalism. Sports Culture has been promoted in the college; consequently, college students brought laurels at Athletics, International Level in Hockey, Rowing etc. Fulfilling its social responsibility, college has adopted nearby villages and organized Cleanliness Drives and Medical Camps there. Blood Donation Camps, Road Safety Awareness Programs etc have been organized and rallies against Stubble Burning and Anti-cracker Rally have been taken out.

Concluding Remarks :

Though the institution has organized many National Seminars, Workshops and a Seven Days' FDP, yet it takes pride in hosting two very successful International events. There have been **two International level academic pursuits** that have been undertaken by the institution, one related to **Environment** and another to **Teaching-Learning and Research**. **The XII International Geographical Union (IGU) India Conference** on the theme of **'Climate Change, Natural Disasters and Sustainable Development'** was organized in the college from 22nd-24th February, 2019 in which delegates from Japan, South Africa, Malaysia and all over the country participated in the three days' events.

Even during the pandemic, with the aim to update the teachers for future teaching and learning, a **Seven Days' International Faculty Development Program** on **'Let's Relearn: New Tools for Higher Education Teachers'** from 8th- 14th June, 2020 **in collaboration with Grand Academic Portal (GAP)** in association with **Global Academic Assessment Consortium (GAAC)**. 190 delegates from Indonesia, Iran, Dubai and all over the country participated in it.

The institution is guided by the Sustainable Development Goal 13 of the UN which has to be achieved by 2030 and necessitates taking urgent action to combat climate change and its impact, the college has adopted eco-friendly practices and makes consistent and noticeable efforts in order to contribute its share in the preservation of its immediate environment. 'Vehicle Free Days' and also 'Car Pool Days' are observed in the college regularly. Two Water-harvesting units have been set up and two Rooftop Solar Plants (30 KW and 45KW).

6.ANNEXURE

1.Metrics Level Deviations

<table>
<tr><td>Metric ID</td><td>Sub Questions and Answers before and after DVV Verification</td></tr>
<tr><td>1.1.3</td><td>Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

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

Answer before DVV Verification : A. All of the above
Answer After DVV Verification: A. All of the above</td></tr>
<tr><td>1.2.1</td><td>Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1. Number of Programmes in which CBCS / Elective course system implemented.
Answer before DVV Verification : 3
Answer after DVV Verification: 3</td></tr>
<tr><td>1.2.2</td><td>Number of Add on /Certificate programs offered during the last five years

1.2.2.1. How many Add on /Certificate programs are offered within the last 5 years.
Answer before DVV Verification:
<table>
<tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr>
<tr><td>4</td><td>4</td><td>7</td><td>3</td><td>4</td></tr>
</table>
Answer After DVV Verification :
<table>
<tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr>
<tr><td>01</td><td>03</td><td>05</td><td>00</td><td>4</td></tr>
</table></td></tr>
<tr><td>1.2.3</td><td>Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

1.2.3.1. Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years
Answer before DVV Verification:
<table>
<tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr>
<tr><td>86</td><td>83</td><td>180</td><td>88</td><td>104</td></tr>
</table>
Answer After DVV Verification :</td></tr>
</table>

2019-20	2018-19	2017-18	2016-17	2015-16
82	80	178	00	101

Remark : As per the data in 1.2.2 and the data attached with the Metric during clarification.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
28	28	28	27	27

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
04	05	05	03	03

1.4.1 ***Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders***

1) Students

2)Teachers

3)Employers

4)Alumni

Answer before DVV Verification : B. Any 3 of the above
Answer After DVV Verification: B. Any 3 of the above

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

Options:

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

Answer before DVV Verification : B. Feedback collected, analysed and action has been taken
Answer After DVV Verification: B. Feedback collected, analysed and action has been taken

2.1.1 **Average Enrolment percentage (Average of last five years)**

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
2491	2414	2419	2627	2559

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
1212	1112	1061	1205	1083

2.1.1.2. **Number of sanctioned seats year wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
4384	4244	4104	3964	3682

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
1772	1632	1622	1622	1502

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

2.3.3.1. Number of mentors

Answer before DVV Verification : 381

Answer after DVV Verification: 83

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
42	41	39	30	33

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
40	41	39	30	33

3.2.2 **Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years**

3.2.2.1. **Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
18	6	3	3	6

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
07	04	03	01	01

3.3.2 **Number of research papers per teachers in the Journals notified on UGC website during the last five years**

3.3.2.1. **Number of research papers in the Journals notified on UGC website during the last five years.**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
14	7	4	2	5

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	00

Remark : The HEI was requested to provide Link of the UGC enlistment of the journal which was to be included as an excel file in the prescribed format. Link to the relevant signed document must be made available. HEI was advised to provide direct landing links in Excel data file (NAAC Format). This has not been done. The cancelled list data is not eligible.

3.3.3 **Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**

3.3.3.1. **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1	12	3	3	5

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
1	01	01	0	0

Remark : Only 978-981-13-1568-8, is validated in 2018-19. ISBN 978-938-58-6376-9, 9789384922528, 978-93-87922-50-4 93-85863-72-X could not be verified through search engine. The HEI has attached some photocopies but no ISBN details are visible in the copies except 01 which has not been identified by the search engine.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1	2	4	1	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	2	00	01	0

Remark : Certificate by the Dept of Higher education Haryana is not for an extension activity. Awards to Dr Archana Mishra are not eligible. Only awards to the institute are considered.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
27	14	12	10	11

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
18	11	09	08	07

Remark : As per the HEI statement in the response dialogue box and the data attached with the Metric in clarification.

3.4.4 **Average percentage of students participating in extension activities at 3.4.3. above during last five years**

3.4.4.1. **Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1897	1575	1282	1409	1015

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
120	207	218	224	186

3.5.2 **Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years**

3.5.2.1. **Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
2	4	3	1	4

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
2	4	3	1	4

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

4.1.3.1. Number of classrooms and seminar halls with ICT facilities
Answer before DVV Verification : 18
Answer after DVV Verification: 12

Remark : As per the HEI statement in the response dialogue box and the data attached with the Metric in clarification. The HEI has provided stock entry for Qty 02 LED units. the photographs are not captioned and the same photographs are used in multiple count.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
5208225	36079561	21874742	14028814	1703189.79

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
46.4	359.6	101.87	84.6	2.7

Remark : As per the HEI statement in the response dialogue box and the data attached with the Metric in clarification. The attached documents contain material and supply costs which are for consumable and not Expenditure for infrastructure augmentation.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
00	249928	199962	249963	261000

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
00	2.5	2	2.5	2.61

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

4.2.4.1. Number of teachers and students using library per day over last one year
Answer before DVV Verification : 297
Answer after DVV Verification: 67

Remark : As per the HEI statement in the response dialogue box and the data attached with the Metric in clarification.

4.3.3 **Bandwidth of internet connection in the Institution**

Answer before DVV Verification : A. ?50 MBPS
Answer After DVV Verification: A. ?50 MBPS

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
4613849	5269722.95	3335815	4239577	2447440

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
59.33	19.53	8.12	11.44	3.42

Remark : As per the HEI statement in the response dialogue box and the data attached with the Metric in clarification.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
445	465	488	532	525

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
445	462	480	509	525

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
4	2	2	21	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
4	1	1	20	0

Remark : As per the HEI statement in the response dialogue box and the data attached with the Metric in clarification.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
843	864	1166	959	685

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	55	110	257

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
35	50	144	94	18

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
35	49	142	91	09

Remark : As per the HEI statement in the response dialogue box and the data attached with the Metric in clarification.

5.3.1 **Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

5.3.1.1. **Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
68	82	102	29	44

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	05	01	04

Remark : Only Inter-university prizes/positions are considered. The HEI has large number of non-eligible claims. As per the HEI data. The copies of the certificates are smudged and not very clear.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
47	55	59	37	27

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
38	42	55	35	25

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
4	7	1	2	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
4	04	1	2	0

Remark : As per the HEI statement in the response dialogue box and the data attached with the Metric in clarification.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
5	4	1	1	1

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
5	4	1	1	1

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
74	10	10	33	16

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
69	10	10	29	14

Remark : As per the HEI statement in the response dialogue box and the data attached with the Metric in clarification.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
500000	0	0	0	320000

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16

	5	0	0	0	3.2

6.5.3 **Quality assurance initiatives of the institution include:**

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality intitiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Answer before DVV Verification : A. All of the above
Answer After DVV Verification: B. 3 of the above
Remark : As per the HEI statement in the response dialogue box and the data attached with the Metric in clarification.

7.1.4 **Water conservation facilities available in the Institution:**

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

Answer before DVV Verification : B. 3 of the above
Answer After DVV Verification: B. 3 of the above
Remark : As per the HEI statement in the response dialogue box and the data attached with the Metric in clarification.

7.1.7 **The Institution has disabled-friendly, barrier free environment**

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

Answer before DVV Verification : B. 3 of the above
Answer After DVV Verification: B. 3 of the above
Remark : As per the HEI statement in the response dialogue box and the data attached with the Metric in clarification.

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

1. **The Code of Conduct is displayed on the website**

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

Answer before DVV Verification : A. All of the above
Answer After DVV Verification: B. 3 of the above
Remark : As per the HEI statement in the response dialogue box and the data attached with the Metric in clarification.

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of courses offered by the Institution across all programs during the last five years** Answer before DVV Verification: 2019-20: 28 | 2018-19: 28 | 2017-18: 28 | 2016-17: 27 | 2015-16: 27 Answer After DVV Verification: 2019-20: 424 | 2018-19: 415 | 2017-18: 407 | 2016-17: 402 | 2015-16: 390
1.2	**Number of programs offered year-wise for last five years** Answer before DVV Verification: 2019-20: 19 | 2018-19: 16 | 2017-18: 16 | 2016-17: 16 | 2015-16: 14 Answer After DVV Verification: 2019-20: 19 | 2018-19: 16 | 2017-18: 16 | 2016-17: 16 | 2015-16: 14
2.2	**Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years** Answer before DVV Verification: 2019-20: 809 | 2018-19: 712 | 2017-18: 711 | 2016-17: 850 | 2015-16: 908 Answer After DVV Verification: 2019-20: 859 | 2018-19: 786 | 2017-18: 781 | 2016-17: 781 | 2015-16: 733

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
623	720	644	795	772

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
744	761	727	844	775

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
101	97	83	70	70

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
97	93	79	66	67

3.2 **Number of sanctioned posts year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
104	104	104	103	85

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
112	104	104	103	85

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
11185257	44544936.95	28356195.55	24712727.36	9702488.79

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
111.8	444.5	283.5	247.1	97.00

NAAC