



# YEARLY STATUS REPORT - 2020-2021

## Part A

### Data of the Institution

#### 1.Name of the Institution

Feroze Gandhi Memorial Government  
College Adampur

- Name of the Head of the institution **Sh Krishan Singh**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **01669243153**
- Mobile no **9466728082**
- Registered e-mail **gcadampur@gmail.com**
- Alternate e-mail **gcadampur1@gmail.com**
- Address **Adampur**
- City/Town **Hisar**
- State/UT **Haryana**
- Pin Code **125052**

#### 2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Rural**

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **Guru Jambheswar University of Science & Technology**
- Name of the IQAC Coordinator **Dr Rajesh Verma**
- Phone No. **01669243153**
- Alternate phone No. **01669243153**
- Mobile **9671418047**
- IQAC e-mail address **iqacfgmgcadampur@gmail.com**
- Alternate Email address **gcadampur1@gmail.com**

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

<http://gcadampur.ac.in/images/39/MultipleFiles/File13500.pdf>

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

**No**

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

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>C++</b>	<b>65.25</b>	<b>2003</b>	<b>16/09/2003</b>	<b>15/09/2008</b>
<b>Cycle 2</b>	<b>C</b>	<b>1.82</b>	<b>2014</b>	<b>24/09/2014</b>	<b>23/09/2019</b>

**6. Date of Establishment of IQAC**

**10/12/2012**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>

**8. Whether composition of IQAC as per latest NAAC guidelines**

**Yes**

- Upload latest notification of formation of IQAC [View File](#)

**9.No. of IQAC meetings held during the year** 1

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

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

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

- If yes, mention the amount

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

**IQAC motivated teachers to prepare e-contents in order to provide study material to the students. 4 Teachers started their YouTube Channel and uploaded curriculum-specific videos and notes to the student through respective WhatsApp groups. IQAC through online mode trained the staff to take online classes through various platforms such as Webex, Google Meet, Zoom, and Jiomeet.**

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

Plan of Action	Achievements/Outcomes
<p>Due to Covid-19 pandemic countrywide lock down was imposed from 24 March 2020 which badly impacted the academic activities. In view of lockdown and mobility restrictions, no fresh plan of action was formulated for the academic year. However, the pending work from the previous academic year i.e. 2019-2020 was considered for implementation.</p>	<p>Refurbishment of Seminar Hall completed. The Covid-19 Guidelines issued by government were implemented in letter and spirit. Online classes were conducted for the students.</p>
<p>Due to mobility related restrictions only one meeting of IQAC was conducted in Feb 2021 where three points were discussed. Development of e-contents, online classes and implementation of COVID-19 guidelines.</p>	<p>E-contents were developed and shared with the students, YouTube channels were created for dissemination of curriculum related contents and implementation of COVID-19 guidelines were undertaken comprehensively by staff.</p>

**13. Whether the AQAR was placed before statutory body?**

Yes

- Name of the statutory body

Name	Date of meeting(s)
IQAC	Nil

**14. Whether institutional data submitted to AISHE**

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	Feroze Gandhi Memorial Government College Adampur
• Name of the Head of the institution	Sh Krishan Singh
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01669243153
• Mobile no	9466728082
• Registered e-mail	gcadampur@gmail.com
• Alternate e-mail	gcadampur1@gmail.com
• Address	Adampur
• City/Town	Hisar
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• Pin Code	125052
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• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Guru Jambheswar University of Science & Technology
• Name of the IQAC Coordinator	Dr Rajesh Verma

• Phone No.	01669243153				
• Alternate phone No.	01669243153				
• Mobile	9671418047				
• IQAC e-mail address	iqacfgmgcadampur@gmail.com				
• Alternate Email address	gcadampur1@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="http://gcadampur.ac.in/images/39/MultipleFiles/File13500.pdf">http://gcadampur.ac.in/images/39/MultipleFiles/File13500.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	No				
• if yes, whether it is uploaded in the Institutional website Web link:					
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C++	65.25	2003	16/09/2003	15/09/2008
Cycle 2	C	1.82	2014	24/09/2014	23/09/2019
<b>6.Date of Establishment of IQAC</b>			10/12/2012		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>			1		
• Were the minutes of IQAC meeting(s)			Yes		

<p>and compliance to the decisions have been uploaded on the institutional website?</p>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<p>No File Uploaded</p>
<p><b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b></p>	<p>No</p>
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	
<p><b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b></p>	
<p>IQAC motivated teachers to prepare e-contents in order to provide study material to the students. 4 Teachers started their YouTube Channel and uploaded curriculum-specific videos and notes to the student through respective WhatsApp groups. IQAC through online mode trained the staff to take online classes through various platforms such as Webex, Google Meet, Zoom, and Jiomeet.</p>	
<p><b>12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b></p>	
Empty space for plan and outcome	

Plan of Action	Achievements/Outcomes
<p>Due to Covid-19 pandemic countrywide lock down was imposed from 24 March 2020 which badly impacted the academic activities. In view of lockdown and mobility restrictions, no fresh plan of action was formulated for the academic year. However, the pending work from the previous academic year i.e. 2019-2020 was considered for implementation.</p>	<p>Refurbishment of Seminar Hall completed. The Covid-19 Guidelines issued by government were implemented in letter and spirit. Online classes were conducted for the students.</p>
<p>Due to mobility related restrictions only one meeting of IQAC was conducted in Feb 2021 where three points were discussed. Development of e-contents, online classes and implementation of COVID-19 guidelines.</p>	<p>E-contents were developed and shared with the students, YouTube channels were created for dissemination of curriculum related contents and implementation of COVID-19 guidelines were undertaken comprehensively by staff.</p>
<p><b>13. Whether the AQAR was placed before statutory body?</b></p>	<p>Yes</p>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
<p>Name</p>	<p>Date of meeting(s)</p>
<p>IQAC</p>	<p>Nil</p>
<p><b>14. Whether institutional data submitted to AISHE</b></p>	
<p>Year</p>	<p>Date of Submission</p>
<p>2020-2021</p>	<p>28/02/2022</p>
<p><b>15. Multidisciplinary / interdisciplinary</b></p>	
<p>This institution is a government-affiliated institution and thereby functions in accordance with the guidelines issued by the Directorate of Higher Education Haryana and Gurujambheshwar University of Science &amp; Technology, Hisar, affiliating</p>	



university.

#### **16.Academic bank of credits (ABC):**

The reply of NAD in connection with the registration of the institution on NAD for ABC is appended below: -

National Academic Depository (NAD) is an online storehouse of academic awards (Degrees, Mark-Sheets, certificates, etc.) lodged by Academic Institutions (Universities, Boards, Colleges, etc.) in a digital format. The Institutions that have issued any type of academic awards (Degrees, Mark-Sheets, certificates, etc.) to their students need to register on NAD/ABC through DigiLocker's NAD platform.

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#### **17.Skill development:**

This institution is a government-affiliated institution and thereby functions in accordance with the guidelines issued by the Directorate of Higher Education Haryana and Gurujambheshwar University of Science & Technology, Hisar, affiliating university. As and when instructions will be issued by regulating bodies the institution will implement them in letter and spirit.

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

This institution is a government-affiliated institution and thereby functions in accordance with the guidelines issued by the Directorate of Higher Education Haryana and Gurujambheshwar University of Science & Technology, Hisar, affiliating university. As and when instructions will be issued by regulating bodies the institution will implement them in letter and spirit. However, the teaching staff is advised to cite, quote and make the students aware of the concept and ideas enshrined in Indian literature.

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

The institution implements the curriculum issued by the university which has been designed in synchronous with the OBE.

Regular assignments, projects, class tests, presentations, quizzes, and competitions are organized in order to assess the student's progress by each department.

## 20.Distance education/online education:

Each department of the institution covered more than 90% of the syllabus through online mode in the current academic session due to mobility restrictions imposed by the Government in the wake of the COVID-19 pandemic. Google meet and Zoom meets were the preferred choice of the staff for the said purpose. No facility for distance education.

## Extended Profile

### 1.Programme

1.1	8
Number of courses offered by the institution across all programs during the year	

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

### 2.Student

2.1	838
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	538
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

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

2.3	716
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	63
File Description	Documents
Data Template	<a href="#">View File</a>
3.2 Number of sanctioned posts during the year	59
File Description	Documents
Data Template	No File Uploaded
<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	34
4.2 Total expenditure excluding salary during the year (INR in lakhs)	2248396
4.3 Total number of computers on campus for academic purposes	128

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The college adheres to the curriculum designed by affiliating university Guru Jambheshwar University of Science & Technology, Hisar. The institution through its proper mechanism implements the curriculum in letter and spirit. At the beginning of an academic session, the college devises a plan by following the guidelines

issued by the Directorate of Higher Education, Haryana. The timetable committee devised the timetable, circulated it among the students and teaching staff, and pasted it on the notice board. Each head of the department conducts departmental meetings to plan and organize the schedule for the coming session. The staff prepares lesson plans and submits the same to the head of the department who after vetting the plans submits them to the concerned individual. The college administration in association with the head of departments ensures that course outcomes and program outcomes are included in the lesson plans. For the implementation of the curriculum, teachers have included teaching methods such as presentations, unit tests, assignments, and seminars for effective teaching. Information about any change in curriculum: The College receives regular updates of circulars through letters and emails from the university, regarding the changes or modifications in the curriculum.

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

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

Continuous Internal Evaluation (CIE) is a core feature used for the formative assessment of students each semester. The college is affiliated with Guru Jambheshwar University of Science and Technology, Hisar and the university notifies the academic calendar for each session. This information provides guidelines for conducting an internal evaluation of college and academic events are organized in accordance with the academic calendar. The college conducts two-unit tests and students are given two home assignments per semester for CIE. The institute values student involvement in co-curricular activities like sports, MCQs, programming skills, NSS, NCC, debate, poetry, and quiz competitions. Students are evaluated on the basis of their overall performance and the focus is on a holistic, physical, and psychological parameters. During the COVID-19 pandemic classroom teaching was severely affected. The college engaged the students through online mediums to ensure uninterrupted teaching and assessment techniques was also revised to ensure transparency. Online classes were conducted using platforms like Google Meet and Zoom and CIE was done with the help of online quizzes, Google

forms, virtual assignments, and tests. The institute also included ICT and LMS in facilitating digital learning and keeping the flow of teaching going ceaselessly. In order to boost the morale of students webinars and conferences were conducted on topics like Yoga, health management, managing stress, etc. Online modes of evaluation ensured immediate feedback to students about their performance. The students and their parents are informed about the awarded marks and improvement tests are also conducted when needed.

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

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.**

**Academic council/BoS of Affiliating University**

**Setting of question papers for UG/PG programs**

**Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**

**Assessment /evaluation process of the affiliating University**

**C. Any 2 of the above**

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

## 1.2 - Academic Flexibility

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

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

2

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

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

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

1

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

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

545

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

## 1.3 - Curriculum Enrichment

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

The curriculum is issued by Guru Jambheshwar University of Science & Technology, Hisar which is the affiliating university of the college. The curriculum is hosted on the university website. The college follows the curriculum in letter and spirit. However, apart from that college attempts to address the issues in the following way: -

Code of conduct - The college issues guidelines regarding college ethics, scholarship schemes, examination rules, information of various committees and concernin-charges, anti-ragging, etc.

Promotion of universal Values and Ethics - The college conducts an annual orientation program for new entrants in which the concept of universal values and ethics is also shared. A board mentioning the code of conduct has been installed on the college campus.

Environment and Sustainability -

1. Annual tree plantation programs organized by NSS, NCC and Eco-club members

2. Campus has been made polythene free

3. Rooftop rain water harvesting system has been installed for recharging the water table

4. Initiative for installation of Solar Panel as a source of renewable energy.

5. Botanical garden is maintained by students of Botany Department.

6. The organic waste management system, where organic waste is put into a deep pit.

7. Attempt has been made for paperless communication

8. Car-pooling among the staff members has been encouraged by the college administration

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

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

1

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

34

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

## 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders**  
**Students**  
**Teachers**  
**Employers**  
**Alumni**

**C. Any 2 of the above**



File Description	Documents
URL for stakeholder feedback report	<a href="http://gcadampur.ac.in/images/39/MultipleFiles/File13103.xlsx">http://gcadampur.ac.in/images/39/MultipleFiles/File13103.xlsx</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

**1.4.2 - Feedback process of the Institution may be classified as follows**      **D. Feedback collected**

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="http://gcadampur.ac.in/images/39/MultipleFiles/File13103.xlsx">http://gcadampur.ac.in/images/39/MultipleFiles/File13103.xlsx</a>

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of students admitted during the year**

**839**

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

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

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

**408**

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

## 2.2 - Catering to Student Diversity

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

The assesment of learning levels of students is a core feature used for the formative assessment in each semester. The college is affiliated with Guru Jambheshwar University of Science and Technology, Hisar and the university notifies the academic calendar for each session. This information provides guidelines for conducting an internal evaluation of college and academic events are organized in accordance with the academic calendar. The college conducts two-unit tests and students are given two home assignments per semester for CIE. The institute values student involvement in co-curricular activities like sports, MCQs, programming skills, NSS, NCC, debate, poetry, and quiz competitions. Students are evaluated on the basis of their overall performance and the focus is on a holistic, physical, and psychological parameters. During the COVID-19 pandemic classroom teaching was severely affected. The college engaged the students through online mediums to ensure uninterrupted teaching and assessment techniques was also revised to ensure transparency. Online classes were conducted using platforms like Google Meet and Zoom and CIE was done with the help of online quizzes, Google forms, virtual assignments, and tests. The institute also included ICT and LMS in facilitating digital learning and keeping the flow of teaching going ceaselessly. In order to boost the morale of students webinars and conferences were conducted on topics like Yoga, health management, managing stress, etc. Online modes of evaluation ensured immediate feedback to students about their performance. The students and their parents are informed about the awarded marks and improvement tests are also conducted when needed.

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

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

Number of Students	Number of Teachers
838	63

File Description	Documents
Any additional information	No File Uploaded

**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

The college staff is committed to provide students with the best teaching and learning experience. Students are at the centre of the institutional activities where teachers use different methods such as learning through practical sessions, project making (science projects exhibition) village surveys (socio-economic surveys), assignments, PowerPoint presentations (classrooms), essay writings on the latest issues, class tests, regular academic quizzes, thematic poster making, creative work (rangoli and mehndi) etc. The students are exposed to the local community areas through various rallies and awareness campaigns. The students are entrusted with responsibilities to maintain gardens for example the Botany students are made to learn the deeper insight by planting and maintaining the plants planted in the botanical garden. The students are regularly engaged by their respective departments in "Earn while you Learn program". Under this program, students are employed in laboratories, libraries and administrative offices for work, for which they are paid. The scheme helps in earning as well as learning to respect labour. This way institution strives not only to teach the curriculum but also contributes to the comprehensive development of students' personality.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

With the help of modern ICT tools, this college tries to deliver the curriculum in an effective way. The college has 7 portable ICT-enabled trolley systems on each floor of different academic blocks. These trolleys are used by the staff for teaching the students. The movable projector system is a unique feature of this college. The teachers have their own Youtube channels for the delivery of e-content to the students. The institution has also one Youtube channel for the students to access recorded lectures. The students are encouraged to use Powerpoint presentations at least once in each class. Some faculty members use Google Forms to take online class tests. This helps in making students aware of the use of ICT tools in academics and contributes to making them tech-savvy. Whatsapp groups of each class are made where regular updates are delivered in order to keep the students in the loop around the clock.

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

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

#### 2.3.3.1 - Number of mentors

45

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

## 2.4 - Teacher Profile and Quality

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

63

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

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

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

19

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

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

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

212

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

The college is affiliated with Guru Jambheshwar University of Science and Technology, Hisar and the university notifies the academic calendar for each session. According to university guidelines in each semester students are required to submit minimum two assignments, two class tests and one presentation in the class. The topics of assignment are assigned by the concerned teachers. The assignments are evaluated and students are provided feedback on their evaluated assignments. Students are free to take their evaluated assignment back for making necessary corrections and understanding their shortcomings. The process is adopted for the continuous assessment of the students. Additionally, minimum two class tests per semester are arranged by each subject teacher. The students are also required to give presentation oral or using Powerpoint. During the presentation the peers review the presentation of the student and strength and weaknesses are explained then and there. The students are then evaluated on all these parameters and their scores are uploaded on the webportal provided for the purpose on the designated date. Then the marks of the internal assessment are shared with the students in order to make the process transparent.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The institution has an administrative mechanism (committee of 8 members) for the timely redressal of student grievances headed by the senior teachers.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

## 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.

The programme and course outcomes for all programmes offered by the institution are clearly stated on the syllabus of each

subject. The syllabus is designed and distributed by the affiliating university to each institution. The head of the institution provides the university syllabus to each department and the department head shares PO and CO with each faculty member. The POs and COs are uploaded on the college website which is available on the following link: -

<http://gcadampur.ac.in/images/39/MultipleFiles/File12736.xlsx>

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

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

The programme outcomes and course outcomes are evaluated using the class tests and subjectwise quizzes.

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

### 2.6.3 - Pass percentage of Students during the year

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

623

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

## 2.7 - Student Satisfaction Survey

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

<http://gcadampur.ac.in/images/39/MultipleFiles/File13103.xls>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**

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

0

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

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

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

0



File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 3.2 - Innovation Ecosystem

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

The college is government college and affiliated to the Guru Jambheshwar University of Science & Technology, Hisar. The courses and curriculum is implemented as per the directions of affiliating university and directorate of higher education. As per the directions of Directorate of Higher Education a Research and Development cell is recently established in the college. Teachers are constantly motivated and appraised of government policies on the subject.

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

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

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

0

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

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

4

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

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

##### 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 year

9

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - 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 year

College carry out different extension activities. Each department under the subject society regularly carry out extension activities. For example department of Psychology runs psychometric assessment and counselling cell(PACC) for community members, students and teachers. The PACC was established on 31 Jan 2020. It provides guidance and counselling services. The PACC is run by one of the psychology teachers. The OPD timing of PACC is 2.30 PM to 3.30 PM, Monday to Saturday. Apart from that NSS and NCC wings of the college organize awareness rallies, camps and door to door awareness programs regarding drug addiction, importance of vote, cleanliness, personal hygiene, role of education in nation building and yoga and mental-cum-physical healthtime to time. Extension activities are also organized by all departments, various cells, committees etc.for the students. Most common activities are quiz competitions, rangoli making, mehndi competition, extension lectures, poster making competitions, run for fun activities, essay writing, debate, screening of short movies, fancy dress competitions, annual atheletic meet, talent search programesetc. These activities helps the students in whetting their personality and enhances their self worth.

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

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

**3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

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

**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

48

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

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**

**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 year**

803

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

### 3.5 - Collaboration

#### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

##### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

#### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

0

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The institution has the required infrastructure and physical facilities for teaching and learning. The number of classrooms is 35. The classrooms are spacious and well-ventilated. Classrooms

are well furnished as per the minimum requirement. There are 16 laboratories that cater to the practical needs of students of various disciplines. Despite being a rural college, it has adequate laboratories with sufficient laboratory pieces of equipment. The lab consumables are regularly replenished through grants received from the government. This institution has 128 working computers which are installed in 3 computer laboratories. All computers are specifically reserved for student use and have internet connectivity. The institute has well equipped and furnished library, gymnasium, boys' park, girls' park, girls' common room, canteen, staff room, and natural shaded parking facility. The college has a psychometric assessment and counselling cell that looks after the mental health of the volunteer students, staff and local community members. The PACC is managed by Dept of Psychology. Additionally, considering the contemporary demands, the college has constructed one selfie point where students and visitors can capture glimpses of FGM Govt. College memories. Interestingly, every guest loves to take at least one or two snaps.

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

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

The institution has a cultural committee that manages the cultural affairs of the institution. Every year various cultural programs are held which play a significant role in student's lives by providing them with opportunities for personal growth, social interaction, and a deeper understanding of diverse cultures. Cultural programs help in promoting cultural awareness, fostering creativity and self-expression, building social connections, developing intercultural communication skills, enhancing personal growth and self-confidence and preserving and celebrating cultural heritage. Every year college organizes Talent Search Program, however, due to COVID-19, this year the Talent search program could not be organized. The college has adequate outdoor sports facilities that include a basketball court, Volleyball court, Badminton court, Football ground, running track and other facilities. Yoga sessions are regular in this institution. The sports department has a sufficient number of Yoga mats and

mattresses for the use of students. The college maintains one gymnasium for boys and girls where students can undergo weight training.

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

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

4

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

1124198

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

#### 4.2 - Library as a Learning Resource

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

No library is not automated using ILMS, however, it has been automated with SOUL software version 2. Additionally, the academic materials via INFLIBNET have been subscribed for e-contents that can be accessed by students and staff during working hours. The library has a reprographic facility for students and staff. The library has 1 server and 16 computers for users. The college library accommodates 100 students at a time. The college has an N-subscription through which various e-journals can be accessed. Additionally, it has access to the National Digital Library and the British Council of India. The academic materials via INFLIBNET have been subscribed for e-contents that can be accessed by students and staff during working hours. The library has a reprographic facility for students and staff. The library has 1 server and 16 computers for users. The college library accommodates 100 students at a time. The college has an N-subscription through which various e-journals can be accessed. Additionally, it has access to the National Digital Library and the British Council of India.

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

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources** B. Any 3 of the above

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

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

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



259851

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

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

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

49

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

The college has adequate IT facilities. IT facilities provide the necessary tools, resources, and support to enhance teaching and learning experiences, facilitate administrative processes, and promote collaboration and communication within the academic community. They contribute to the efficient operation of educational institutions in the digital age. The college has subscribed to a leased line from BSNL and FTTP connection. FTTP stands for Fiber to the Premises, which is a type of internet connection that brings high-speed fibre-optic cables directly to individual premises or buildings. The Wi-Fi modules are installed at crucial locations inside the college to make the campus Wi-Fi enabled. IT infrastructure is regularly updated to meet the various demands. The college has 18 departments and each department is connected with a high-speed internet connection to facilitate academic growth. IT facilities at this college are managed by a technical support team of the computer department. And outside experts are hired on a requirement basis. These teams provide assistance to students, faculty, and staff. They address hardware and software issues, and network connectivity

problems, and provide guidance on IT-related matters. Regular maintenance and upgrades of IT infrastructure ensure optimal performance and security.

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

#### 4.3.2 - Number of Computers

128

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

#### 4.3.3 - Bandwidth of internet connection in the Institution B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

1124198

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

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

The maintenance work is carried out by trained in-house experts and outsourced to outside agencies. The cleanliness, hygiene, sanitation, water supply, electricity, security, and other facilities are taken care of.

(i) Sports: - College has a well-equipped and managed sports section. Students participate in university, regional, district, state-level, national-level, and international-level sports events. After class-hours regular practices are made by the students on the college campus.

(ii) Computers: - The college has computers in the Commerce, Mathematics, English language, and Geography laboratory. All maintenance repair charges are borne by the college.

(iii) LIBRARY (Digital library): - All books are barcoded. Books are issued to the faculty and students through manual computer systems. Old students pursuing higher education can also avail of the facility of the library for reference purposes only. Other facilities such as photocopy, computer with Wi-Fi and internet are also available in the library. Newspapers in Hindi and English and various magazines and competitive books are also available in the library.

(iv) Classrooms There are 35 classrooms and 16 labs in addition to the above one video lecture recording rooms, Eduset room, smart classroom, girls' common room, boys' recreational room, and other necessary offices/depts. also are well equipped

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

964

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

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

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

0

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

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

**C. 2 of the above**

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

0

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

0

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

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

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

6

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

60

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

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

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

2

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

#### 5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

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

0

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

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

**This institution facilitates students' representation and engagement in various administrative, co-curricular, and extracurricular activities in the following ways:**

1. College provided opportunities for students to serve on various committees and clubs that make decisions about a variety of topics, such as curriculum, student life, and campus safety. This helps in creating a student-centric environment and provides a feeling of connectedness to their institution and to gain valuable experience in leadership and decision-making.

2. Faculty members play an instrumental role in facilitating student representation and engagement by mentoring students and providing them with opportunities to learn and grow. Mentors help students to develop their leadership skills, to get involved in extracurricular activities, and to make the most of their college experience.

The IQAC cell invites the student council to meetings. For the help of students, the college has a complaint box in which they can drop their complaints. The college authority takes appropriate action in regard to the complaint. For the welfare of students, the college provides ample opportunities for the students to work with teachers and other college functionaries. The students are involved in various academic co-curricular and extracurricular activities. Various designating cells, such as NCC, NSS, woman's cells, legal literacy cell and many subject societies function with student support as they are involved in the planning and conduct of various events in the college. The feedback mechanism, student grievance cell and mentor groups help students to provide a platform on which their suggestions are incorporated.

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

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

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

0



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

## 5.4 - Alumni Engagement

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

The registration process of the Alumni Association is in progress. This institution understands the role Alumni can play in growth and development. The Alumni associations can contribute significantly to the development of their alma maters in a variety of ways such as, Alumni associations can raise money to support scholarships, new programs, and other initiatives, These can provide volunteer support for a variety of activities, such as mentoring students and organizing events, Alumni associations can provide a valuable network for alumni to stay connected with each other and with their alma mater and finally Alumni associations can advocate on behalf of their alma maters on issues such as funding, research, and public policy. As soon as possible the Alumni Association will be registered and will start functioning.

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

5.4.2 - Alumni contribution during the year E. <1Lakhs  
(INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

The governance of an institution is the system by which it is managed and controlled. It includes the policies, procedures, and structures that are used to make decisions, allocate resources, and ensure accountability. The governance of an institution should be reflective of and in tune with its vision and mission. This means that the governance system should be designed to support the institution's goals and objectives. The governance system is designed to:

1. Ensure that the institution is responsive to the needs of its stakeholders, including students, faculty, staff, alumni, and the broader community.
2. Promote a culture of innovation and creativity.
3. Encourage diversity and inclusion.
4. Ensure that the institution is financially sound.
5. Hold all the stakeholders of the institution accountable for its performance.

The vision of the college is to ensure the equitable growth of the students in terms of academics, sports and administration. The college provides a stimulating environment for students.

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

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

The college has a partially decentralized system of administration. The Head of Departments are empowered to taking decisions regarding the following domains: -

Time table

Roadmap for students

Formulation of lesson plans

Subject Society activities

Upgradation of laboratories

Student Activities

Additionally, in-charges of various committees such as University Affairs, House exams/internal assessment, Character certificates, Admission committee, and Bus pass committee are empowered to sign the various documents on behalf of the principal.

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Deploying an institutional strategic/perspective plan effectively in a college involves several key steps and considerations. The general framework used by the college for the deployment process is appended below: -

1. College's Strategic Plan: The strategic plan of the college outlines the college's mission, vision, and long-term goals. This plan inculcated the college's values and the current and future needs of the institution and its stakeholders.
2. College has established Clear Objectives: The objectives are measurable and synchronous with the strategic plan. These objectives are area-specific, achievable, relevant, and time-bound, For example, one of the objectives is to help students find employment. They serve as the building blocks for implementing the strategic plan.
3. College administration has created an Implementation team of dedicated staff which is responsible for overseeing the deployment

of the strategic plan. This team includes representatives from different departments and levels of the college to ensure a collaborative and inclusive approach.

4. The strategic plan is communicated to all stakeholders, including faculty, staff, students, and regulator. The college administration creates awareness and ensures everyone understands the goals and objectives of the plan through various channels and platforms.

Despite being a government-managed organisation, the college administration put its best foot forward to ensure the institution catches up with the latest developments.

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

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

The college implements policies and guidelines issued by the Directorate of Higher Education, Haryana, the State government, the Central government and affiliating university. The admin set-up is in synchronous with government policies. The college has no power or autonomy for the appointment and recruitment of faculty and support staff. The college follows Haryana Civil Service Rules 2022 in letter and spirit.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance**

**A. All of the above**

## and Accounts Student Admission and Support Examination

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

This college is a Government College, and the salary is given to staff as per Government norms. The staff is granted Casual, On Duty, Earned Leave, Paternity, Maternity Leave, and Special Leave as per government guidelines. The non-teaching staff gets Medical, Casual, and Earned Leave as per the norms of the Government of Haryana. The college grants Duty Leave for attending enrichment courses, seminars, conferences, workshops, exams, and administrative/official duties. The staff members avail summer and winter vacations as per affiliating University's academic calendar. The college has a Biometric attendance system and CCTV facility for managing college resources. The teaching and non-teaching staff members are rewarded on appropriate occasions.

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

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

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

0

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

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

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

2

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

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

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

3

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

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

**Institutions' Performance Appraisal System for teaching and non-teaching staff** is a system that is used to evaluate the performance of employees in an institution. The system is designed to assess the employee's performance in a number of areas, including teaching, research, and service.

The performance appraisal system is online in accordance with the guidelines of the Directorate of Higher Education Haryana. Staff is allotted with MIS log-in ID and Password. Each staff member has to log in to the designated application and fill up the required data. The data submission is OTP-based authentication. Then the ACR will automatically be directed to the Reporting Officers' dashboard. Reporting officer after verifying the data sends it to the appraisal authority. However, if Reporting officer finds something un-consistent in the filled data he can revert back to the concerned official. The whole process is time-bound.

**Link -Login (higherduhry.ac.in)**

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

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling

audit objections within a maximum of 200 words

The college has internal audit mechanism in which an expert committee is constituted by the administration annually. The committee carries out physical stock verification and entry to this effect is made in respective stock registers. The audit of financial transactions in respect of Grants, Funds etc. is done by external auditors duly appointed by Government of Haryana. Additionally, whenever, equipment or items are purchased by any department, the stock register with proper stock entry is physically verified by the committee formed for the purpose. The college does not have any Audit Para till date.

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

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

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

0

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

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

The college has various institutional strategies for mobilizing funds and the optimal utilization of resources.

**Tuition fees:** Tuition fees are the common source of income for educational institutions. Though government regulates the tuition fee structure of colleges still, each college gets its share. The college has no authority to increase or decrease the tuition fee.



**Government grants:** Government grants are another important source of income for educational institutions. This institution regularly applies for government grants to fund its programs and activities. Though the government grants are meagre we still receive some of them.

**Charitable donations:** Charitable donations are another important source of income for educational institutions. Our college solicits donations from local individuals and businesses for maintaining the infrastructure of the college.

**In-house businesses:** This college generate revenue by allocating the college canteen to outsider vendor through government laid down guidelines i.e. auction process.

Some of the strategies adopted by this institution to use funds efficiently and effectively.

1. Tracking expenses
2. Zero waste policy
3. Purchasing in bulk
4. Negotiating discounts
5. Use-reuse policy

By mobilizing funds and utilizing resources efficiently, educational institutions can ensure that they have the resources they need to provide high-quality education to their students.

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

## 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

Most of the academic session was disturbed due to the lockdown therefore the contribution of IQAC was limited to online mode only. However, IQAC made every effort to deliver the best part of

it through online mode. Teachers were encouraged to take part in academic activities such as webinars, online induction programs, learning new systems of online classes, developing e-contents for the students, remaining in touch with the respective classes etc.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

This college reviews its teaching and learning processes regularly. It helps in getting real-time feedback that is instrumental in making required changes in the current strategy. Some of the techniques:

1. Feedback - College collects feedback from students, alumni and parents through e-questionnaires to gauge their satisfaction with the teaching. The feedback provides valuable insights into areas that need improvement or changes.

2. In-house and external assessment - This process helps in reviewing the overall performance of students and identifying areas where students require additional classes or inputs from the administration or teachers.

3. Professional Development Programs - Our college encourages professional development opportunities for faculty members to enhance their teaching skills and remain relevant with contemporary times & technology. Webinars, online courses, value-added short-term courses, seminars, and conferences provide platforms for teachers to share experiences, and learn from each other.

4. Classroom Observations - Our College adopts this practice where the college principal engages in classroom observations to assess teaching methods. He randomly goes to a class and quietly sits there to observe the teaching techniques, student-teacher interactions and the learning environment.

The idea is to continuously improve instructional practices,

enhance student engagement, and promote better learning outcomes.

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

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

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Our college is a co-educational college with an almost equal number of both sexes. The same is the case with the staff members. Hence, it becomes imperative for this college to promote gender equity in the institution.

The college has implemented in letter and spirit Gender Equity Policy issued by the government. A gender equity policy is a document that outlines the institution's commitment to promoting gender equity. We have a Women's cell where girls can discuss,

share and seek whatever help they needed from women staff. Women's Cell regularly organises gender-sensitive training for all stakeholders. This training helps people to understand the different experiences of men and women and to develop skills for working in a more gender-equitable way. The college has created an inclusive environment where everyone feels welcome and respected, regardless of their gender. Our college has a dedicated loan for girls, a canteen, a common room, parking facility. As and when required college administration took the initiative to write to GM Haryana roadways for plying more buses for girls students so that they can attend college. It proved fruitful when more buses started playing for college.

This college has a zero-tolerance policy towards any kind of gender-specific behaviour. Those who violate the institution's gender equity policy, are dealt with according to the law.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">Common Rooms, Sanitary Pad Vending Machine, Incinerator, separate park.</a>

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

**D. Any 1 of the above**

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

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

**Solid waste management is the collection, treatment, and disposal**

of solid waste. Solid waste can be defined as any unwanted or discarded material that is not a liquid or a gas. For managing solid waste we have a large pit. The solid waste is collected and disposed of in that pit. This pit is a composting site and is designed to manage organic waste generated in the cafeteria or from landscaping activities. This is used to produce nutrient-rich compost for campus gardens.

However, the best strategy to manage solid waste is the minimization of waste, which we follow strictly at our campus.

The second technique is recycling. The solid waste is sold out to vendors for recycling purposes.

For, e-waste, we have a designated storehouse, where e-waste is stored. When it gets accumulated in sizeable quantity, it is sold out through a proper auction process to vendors.

Colleges do not have Liquid waste, biomedical waste or hazardous chemicals and radioactive waste.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus** C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

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

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

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

**D. Any 1 of the above**

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

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**

**C. Any 2 of the above**

**5. Provision for enquiry and information :  
Human assistance, reader, scribe, soft copies  
of reading material, screen reading**

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

College is alone institute of Higher Education in the area and caters for students from more than 30 villages therefore more than 95% of students come from villages. In view of this, it is imperative for college administration to invest efforts in providing an inclusive environment. The inclusive environment has been created with good intentional efforts and initiatives from the college administration. Fostering inclusivity requires a long-term commitment and continuous efforts to address systemic barriers and promote equity for all individuals within the institution.

For inclusion, the college has taken the following steps: -

1. joint celebration of festivals of different communities,
2. the inclusion of ethnic cultural programs in cultural activities,
3. encouraging a joint audience system where boys and girls participate together,
4. strict implementation of anti-discrimination policies,
5. ensuring that college infrastructure is accessible for all,
6. discouraging caste system, encouraging students to share the food items with each other without any biasedness or prejudice,
7. established safe and secure reporting mechanisms. The establishment of confidential reporting mechanisms for instances of discrimination, harassment, or bias is a great

motivating tool for individuals to come forward without fear of retaliation,

8. providing mental health support to all those who wish to seek them.

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

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

Sensitizing students and employees of an institution to constitutional obligations, values, rights, duties, and responsibilities of citizens is crucial for fostering a sense of civic awareness and promoting a culture of active citizenship. To achieve this students are given constitutional education which ensures that students have a comprehensive understanding of constitutional values, rights, and responsibilities. This technique has the potential to inculcate model citizenship, human rights, democracy, and the role of the Constitution in daily life. Department of political science arranged guest lectures on the Constitution by experts and legal professionals who provided valuable insights into constitutional obligations and citizen rights. These sessions can help students and employees better understand their roles and responsibilities as citizens. Along with this college-run awareness campaigns focused on constitutional obligations, values, and rights. Posters, banners, social media, and other platforms are utilized to disseminate information and raise awareness about the Constitution, citizenship, and fundamental rights. The college provides constitutional resources, books, articles, and legal documents available to students and employees. This enables them to further explore constitutional concepts, landmark cases, and the rights and duties of citizens. Faculty members are encouraged to participate in training and workshops. This can include sessions on workplace diversity, equality, and respectful communication.

National events such as National Voters day [25 January], Constitution Day [26 November] are celebrated with full enthusiasm.



File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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

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

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

The institution regularly celebrates national and international commemorative days in accordance with government guidelines. Commonly celebrated days are: World Mental Health Day, Women's Day, Voters Day, National Unity Day, Republic Day, Independence Day, Constitution Day, Yoga Day, Teachers Day, Gita Jayanti, National Youth Day, Labour Day, Dr BR Ambedkar Jayanti, Hindi Divas, Children's Day. However due to COVID-19 and mobility restrictions, few of these days were not celebrated in this current year.

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

## 7.2 - Best Practices

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

### 1. Psychometric Assessment and Counselling Cell

To provide professional psychological support to interested students & local community members in improving their potential and assessing their psychological abilities. The psychometric assessment is a scientific procedure where an individual's psychological abilities are assessed using standardized psychological tools. It is managed by the Department of Psychology. The OPD timings are 2.30 PM to 4.00 PM on all six days. Since the start of PACC, more than 100s individuals had been provided support on resolving personal issues, overcoming guilt and conflicts, not being able to get expected academic performance, pre-marital counselling, suicide ideation, feeling low and depressive state, mood swings, phobias (Claustrophobia), cases of acute nervousness, obsession, Hallucinations etc. The most common cases reported are depressive states and mood swings.

### 2. Use of Trolley mounted Projectors

The trolley projector has become an integral part of the teaching-learning process of the institution. All the teachers are encouraged to use the Trolley Projectors for enhancing the learning experience of students. As a result, the teachers have oriented towards the application of ICT in educational practices. The idea of a trolley projector has been economical in financial terms. The primary advantage of the trolley projector is that all classrooms can be converted into smart classrooms on a requirement basis.

File Description	Documents
Best practices in the Institutional website	<a href="http://gcadampur.ac.in/images/39/MultipleFiles/File15773.pdf">http://gcadampur.ac.in/images/39/MultipleFiles/File15773.pdf</a>
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

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

The institute was established in 1981 with a vision to carry the torch of higher education in the far-flung semi-desert area of Adampur. Since then it has grown into a centre of higher education.

1. Teaching – The college has gradually migrated from lecture-based teaching to an activity-based system. The sessions are custom-made to suit the cognitive level of the students. Students are encouraged to engage in peer teaching. Students are encouraged to teach their peers. It is an interesting paradigm shift in the college teaching-learning process. The faculty has smoothly migrated to technology and adopted the new paradigms of knowledge sharing. A few technology initiatives are taken by the college: the use of trolley-mounted projectors, e-content development and distribution of e-content.

2. Mentoring system: One of the initiatives by the college administration in this direction is the introduction of mentoring practice. The faculty member is allotted 50 students. Once a month each mentor is required to interact with her/his group. During this interaction, students are encouraged to raise their queries that warrant attention. This system is a kind of psycho-social feedback system and helped a lot in improving the college time experience of students. Students are counselled, provided career guidance and made aware of emerging areas for employment and the latest developmental trend.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The college adheres to the curriculum designed by affiliating university Guru Jambheshwar University of Science & Technology, Hisar. The institution through its proper mechanism implements the curriculum in letter and spirit. At the beginning of an academic session, the college devises a plan by following the guidelines issued by the Directorate of Higher Education, Haryana. The timetable committee devised the timetable, circulated it among the students and teaching staff, and pasted it on the notice board. Each head of the department conducts departmental meetings to plan and organize the schedule for the coming session. The staff prepares lesson plans and submits the same to the head of the department who after vetting the plans submits them to the concerned individual. The college administration in association with the head of departments ensures that course outcomes and program outcomes are included in the lesson plans. For the implementation of the curriculum, teachers have included teaching methods such as presentations, unit tests, assignments, and seminars for effective teaching. Information about any change in curriculum: The College receives regular updates of circulars through letters and emails from the university, regarding the changes or modifications in the curriculum.

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

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

Continuous Internal Evaluation (CIE) is a core feature used for the formative assessment of students each semester. The college is affiliated with Guru Jambheshwar University of Science and Technology, Hisar and the university notifies the academic calendar for each session. This information provides guidelines

for conducting an internal evaluation of college and academic events are organized in accordance with the academic calendar. The college conducts two-unit tests and students are given two home assignments per semester for CIE. The institute values student involvement in co-curricular activities like sports, MCQs, programming skills, NSS, NCC, debate, poetry, and quiz competitions. Students are evaluated on the basis of their overall performance and the focus is on a holistic, physical, and psychological parameters. During the COVID-19 pandemic classroom teaching was severely affected. The college engaged the students through online mediums to ensure uninterrupted teaching and assessment techniques was also revised to ensure transparency. Online classes were conducted using platforms like Google Meet and Zoom and CIE was done with the help of online quizzes, Google forms, virtual assignments, and tests. The institute also included ICT and LMS in facilitating digital learning and keeping the flow of teaching going ceaselessly. In order to boost the morale of students webinars and conferences were conducted on topics like Yoga, health management, managing stress, etc. Online modes of evaluation ensured immediate feedback to students about their performance. The students and their parents are informed about the awarded marks and improvement tests are also conducted when needed.

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

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

C. Any 2 of the above

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

## 1.2 - Academic Flexibility

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

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

2

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

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

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

1

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

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

545

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

### 1.3 - Curriculum Enrichment

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

The curriculum is issued by Guru Jambheshwar University of Science & Technology, Hisar which is the affiliating university of the college. The curriculum is hosted on the university website. The college follows the curriculum in letter and spirit. However, apart from that college attempts to address the issues in the following way: -

**Code of conduct** - The college issues guidelines regarding college ethics, scholarship schemes, examination rules, information of various committees and concernin-charges, anti-ragging, etc.

**Promotion of universal Values and Ethics** - The college conducts an annual orientation program for new entrants in which the concept of universal values and ethics is also shared. A board mentioning the code of conduct has been installed on the college campus.

**Environment and Sustainability** -

1. Annual tree plantation programs organized by NSS, NCC and Eco-club members
2. Campus has been made polythene free
3. Rooftop rain water harvesting system has been installed for recharging the water table
4. Initiative for installation of Solar Panel as a source of renewable energy.
5. Botanical garden is maintained by students of Botany Department.

6. The organic waste management system, where organic waste is put into a deep pit.

7. Attempt has been made for paperless communication

8. Car-pooling among the staff members has been encouraged by the college administration

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

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

1

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

34



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

#### 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders  
Students Teachers Employers Alumni**

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	<a href="http://gcadampur.ac.in/images/39/MultipleFiles/File13103.xlsx">http://gcadampur.ac.in/images/39/MultipleFiles/File13103.xlsx</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

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

D. Feedback collected

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="http://gcadampur.ac.in/images/39/MultipleFiles/File13103.xlsx">http://gcadampur.ac.in/images/39/MultipleFiles/File13103.xlsx</a>

#### TEACHING-LEARNING AND EVALUATION

##### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of students admitted during the year**

839	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>
<b>2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)</b>	
<b>2.1.2.1 - Number of actual students admitted from the reserved categories during the year</b>	
408	
File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>
<b>2.2 - Catering to Student Diversity</b>	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
<p>The assesment of learning levels of students is a core feature used for the formative assessment in each semester. The college is affiliated with Guru Jambheshwar University of Science and Technology, Hisar and the university notifies the academic calendar for each session. This information provides guidelines for conducting an internal evaluation of college and academic events are organized in accordance with the academic calendar. The college conducts two-unit tests and students are given two home assignments per semester for CIE. The institute values student involvement in co-curricular activities like sports, MCQs, programming skills, NSS, NCC, debate, poetry, and quiz competitions. Students are evaluated on the basis of their overall performance and the focus is on a holistic, physical, and psychological parameters. During the COVID-19 pandemic classroom teaching was severely affected. The college engaged the students through online mediums to ensure uninterrupted teaching and assessment techniques was also revised to ensure transparency. Online classes were conducted using platforms like Google Meet and Zoom and CIE was done with the help of online quizzes, Google forms, virtual assignments, and tests.</p>	

The institute also included ICT and LMS in facilitating digital learning and keeping the flow of teaching going ceaselessly. In order to boost the morale of students webinars and conferences were conducted on topics like Yoga, health management, managing stress, etc. Online modes of evaluation ensured immediate feedback to students about their performance. The students and their parents are informed about the awarded marks and improvement tests are also conducted when needed.

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

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

Number of Students	Number of Teachers
838	63

File Description	Documents
Any additional information	No File Uploaded

### 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

The college staff is committed to provide students with the best teaching and learning experience. Students are at the centre of the institutional activities where teachers use different methods such as learning through practical sessions, project making (science projects exhibition) village surveys (socio-economic surveys), assignments, PowerPoint presentations (classrooms), essay writings on the latest issues, class tests, regular academic quizzes, thematic poster making, creative work (rangoli and mehndi) etc. The students are exposed to the local community areas through various rallies and awareness campaigns. The students are entrusted with responsibilities to maintain gardens for example the Botany students are made to learn the deeper insight by planting and maintaining the plants planted in the botanical garden. The students are regularly engaged by their respective departments in "Earn while you Learn program". Under this program, students are employed in

laboratories, libraries and administrative offices for work, for which they are paid. The scheme helps in earning as well as learning to respect labour. This way institution strives not only to teach the curriculum but also contributes to the comprehensive development of students' personality.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

With the help of modern ICT tools, this collegetries to deliver the curriculum in an effective way. The college has 7 portable ICT-enabled trolley systems on each floor of different academic blocks. These trolleys are used by the staff for teaching the students. The movable projector system is a unique feature of this college. The teachers have their own Youtube channels for the delivery of e-contents to the students. The institution has also one Youtube channel for the students to access recorded lectures. The students are encouraged to use Powerpoint presentations at least once in each class. Some faculty members use Google Forms to take online class tests. This helps in making students aware of the use of ICT tools in academics and contributes to makingthem tech-savvy. Whatsapp groups of each class are made where regular updates are delivered in order to keep the students in the loop around the clock.

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

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

**2.3.3.1 - Number of mentors**

45

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

## 2.4 - Teacher Profile and Quality

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

63

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

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

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

19

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

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

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

212	
File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

The college is affiliated with Guru Jambheshwar University of Science and Technology, Hisar and the university notifies the academic calendar for each session. According to university guidelines in each semester students are required to submit minimum two assignments, two class tests and one presentation in the class. The topics of assignment are assigned by the concerned teachers. The assignments are evaluated and students are provided feedback on their evaluated assignments. Students are free to take their evaluated assignment back for making necessary corrections and understanding their shortcomings. The process is adopted for the continuous assessment of the students. Additionally, minimum two class tests per semester are arranged by each subject teacher. The students are also required to give presentation oral or using Powerpoint. During the presentation the peers review the presentation of the student and strength and weaknesses are explained then and their. The students are then evaluated on all these parameters and their scores are uploaded on the webportal provided for the purpose on the designated date. Then the marks of the internal assessment are shared with the students in order to make the process transparent.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The institution has an administrative mechanism (committee of 8

members) for the timely redressal of student grievances headed by the senior teachers.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

## 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.

The programme and course outcomes for all programmes offered by the institution are clearly stated on the syllabus of each subject. The syllabus is designed and distributed by the affiliating university to each institution. The head of the institution provides the university syllabus to each department and the department head shares PO and CO with each faculty member. The POs and COs are uploaded on the college website which is available on the following link: -

<http://gcadampur.ac.in/images/39/MultipleFiles/File12736.xlsx>

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

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

The programme outcomes and course outcomes are evaluated using the class tests and subjectwise quizzes.

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

**2.6.3 - Pass percentage of Students during the year****2.6.3.1 - Total number of final year students who passed the university examination during the year**

623

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

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

<http://gcadampur.ac.in/images/39/MultipleFiles/File13103.xls>

**RESEARCH, INNOVATIONS AND EXTENSION****3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**



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

0

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

**3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year****3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

**3.2 - Innovation Ecosystem**

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

The college is government college and affiliated to the Guru Jambheshwar University of Science & Technology, Hisar. The courses and curriculum is implemented as per the directions of affiliating university and directorate of higher education. As per the directions of Directorate of Higher Education a Research and Development cell is recently established in the college. Teachers are constantly motivated and appraised of government policies on the subject.

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

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

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

0

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

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

4

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

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

#### 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 year

9

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - 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 year

College carry out different extension activities. Each department under the subject society regularly carry out extension activities. For example department of Psychology runs psychometric assessment and counselling cell(PACC) for community members, students and teachers. The PACC was established on 31 Jan 2020. It provides guidance and counselling services. The PACC is run by one of the psychology teachers. The OPD timing of PACC is 2.30 PM to 3.30 PM, Monday to Saturday. Apart from that NSS and NCC wings of the college organize awareness rallies, camps and door to door awareness programs regarding drug addiction, importance of vote, cleanliness, personal hygiene, role of education in nation building and yoga and mental-cum-physical healthtime to time. Extension activities are also organized by all departments, various cells, committees etc.for the students. Most common activities are quiz competitions, rangoli making, mehndi competition, extension lectures, poster making competitions, run

for fun activities, essay writing, debate, screening of short movies, fancy dress competitions, annual atheletic meet, talent search programesetc. These activities helps the students in whetting their personality and enhances their self worth.

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

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

#### 3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

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

#### 3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

48

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

### 3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

#### 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 year

803

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

### 3.5 - Collaboration

#### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

##### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

0

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The institution has the required infrastructure and physical facilities for teaching and learning. The number of classrooms is 35. The classrooms are spacious and well-ventilated. Classrooms are well furnished as per the minimum requirement. There are 16 laboratories that cater to the practical needs of students of various disciplines. Despite being a rural college, it has adequate laboratories with sufficient laboratory pieces of equipment. The lab consumables are regularly replenished through grants received from the government. This institution has 128 working computers which are installed in 3 computer laboratories. All computers are specifically reserved for student use and have internet connectivity. The institute has well equipped and furnished library, gymnasium, boys' park, girls' park, girls' common room, canteen, staff room, and natural shaded parking facility. The college has a psychometric assessment and counselling cell that looks after the mental health of the volunteer students, staff and local community members. The PACC is managed by Dept of Psychology. Additionally, considering the contemporary demands, the college has constructed one selfie point where students and visitors can capture glimpses of FGM Govt. College memories.

Interestingly, every guest loves to take at least one or two snaps.

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

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

The institution has a cultural committee that manages the cultural affairs of the institution. Every year various cultural programs are held which play a significant role in student's lives by providing them with opportunities for personal growth, social interaction, and a deeper understanding of diverse cultures. Cultural programs help in promoting cultural awareness, fostering creativity and self-expression, building social connections, developing intercultural communication skills, enhancing personal growth and self-confidence and preserving and celebrating cultural heritage. Every year college organizes Talent Search Program, however, due to COVID-19, this year the Talent search program could not be organized. The college has adequate outdoor sports facilities that include a basketball court, Volleyball court, Badminton court, Football ground, running track and other facilities. Yoga sessions are regular in this institution. The sports department has a sufficient number of Yoga mats and mattresses for the use of students. The college maintains one gymnasium for boys and girls where students can undergo weight training.

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

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

4

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

1124198

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

#### 4.2 - Library as a Learning Resource

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

No library is not automated using ILMS, however, it has been automated with SOUL software version 2. Additionally, the academic materials via INFLIBNET have been subscribed for e-content that can be accessed by students and staff during working hours. The library has a reprographic facility for students and staff. The library has 1 server and 16 computers for users. The college library accommodates 100 students at a time. The college has an N-subscription through which various e-journals can be accessed. Additionally, it has access to the National Digital Library and the British Council of India. The academic materials via INFLIBNET have been subscribed for e-content that can be accessed by students and staff during working hours. The library has a reprographic facility for students and staff. The library has 1 server and 16 computers



for users. The college library accommodates 100 students at a time. The college has an N-subscription through which various e-journals can be accessed. Additionally, it has access to the National Digital Library and the British Council of India.

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

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

B. Any 3 of the above

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

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

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

259851

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

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

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

49

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

**4.3 - IT Infrastructure****4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The college has adequate IT facilities. IT facilities provide the necessary tools, resources, and support to enhance teaching and learning experiences, facilitate administrative processes, and promote collaboration and communication within the academic community. They contribute to the efficient operation of educational institutions in the digital age. The college has subscribed to a leased line from BSNL and FTTP connection. FTTP stands for Fiber to the Premises, which is a type of internet connection that brings high-speed fibre-optic cables directly to individual premises or buildings. The Wi-Fi modules are installed at crucial locations inside the college to make the campus Wi-Fi enabled. IT infrastructure is regularly updated to meet the various demands. The college has 18 departments and each department is connected with a high-speed internet connection to facilitate academic growth. IT facilities at this college are managed by a technical support team of the computer department. And outside experts are hired on a requirement basis. These teams provide assistance to students, faculty, and staff. They address hardware and software issues, and network connectivity problems, and provide guidance on IT-related matters. Regular maintenance and upgrades of IT infrastructure ensure optimal performance and security.

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

**4.3.2 - Number of Computers**

128

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

**4.3.3 - Bandwidth of internet connection in the Institution** B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

1124198

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

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

The maintenance work is carried out by trained in-house experts and outsourced to outside agencies. The cleanliness, hygiene, sanitation, water supply, electricity, security, and other facilities are taken care of.

(i) Sports: - College has a well-equipped and managed sports section. Students participate in university, regional, district, state-level, national-level, and international-level sports events. After class-hours regular practices are made by the students on the college campus.

(ii) Computers: - The college has computers in the Commerce, Mathematics, English language, and Geography laboratory. All maintenance repair charges are borne by the college.

(iii) LIBRARY (Digital library): - All books are barcoded. Books are issued to the faculty and students through manual computer systems. Old students pursuing higher education can also avail of the facility of the library for reference purposes only. Other facilities such as photocopy, computer with Wi-Fi and internet are also available in the library. Newspapers in Hindi and English and various magazines and competitive books are also available in the library.

(iv) Classrooms There are 35 classrooms and 16 labs in addition to the above one video lecture recording rooms, Eduset room, smart classroom, girls' common room, boys' recreational room, and other necessary offices/depts. also are well equipped

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

964

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

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

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

0

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

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

C. 2 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
0	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
0	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</b>	<b>A. All of the above</b>
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>
<b>5.2 - Student Progression</b>	
<b>5.2.1 - Number of placement of outgoing students during the year</b>	
<b>5.2.1.1 - Number of outgoing students placed during the year</b>	

6

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

**5.2.2 - Number of students progressing to higher education during the year****5.2.2.1 - Number of outgoing student progression to higher education**

60

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

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)****5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

2

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

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

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

0

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

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

This institution facilitates students' representation and engagement in various administrative, co-curricular, and extracurricular activities in the following ways:

1. College provided opportunities for students to serve on various committees and clubs that make decisions about a variety of topics, such as curriculum, student life, and campus safety. This helps in creating a student-centric environment and provides a feeling of connectedness to their institution and to gain valuable experience in leadership and decision-making.

2. Faculty members play an instrumental role in facilitating student representation and engagement by mentoring students and providing them with opportunities to learn and grow. Mentorship helps students to develop their leadership skills, to get involved in extracurricular activities, and to make the most of their college experience.

The IQAC cell invites the student council to meetings. For the



help of students, the college has a complaint box in which they can drop their complaints. The college authority takes appropriate action in regard to the complaint. For the welfare of students, the college provides ample opportunities for the students to work with teachers and other college functionaries. The students are involved in various academic co-curricular and extracurricular activities. Various designating cells, such as NCC, NSS, woman's cells, legal literacy cell and many subject societies function with student support as they are involved in the planning and conduct of various events in the college. The feedback mechanism, student grievance cell and mentor groups help students to provide a platform on which their suggestions are incorporated.

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

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

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

0

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

### 5.4 - Alumni Engagement

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

The registration process of the Alumni Association is in progress. This institution understands the role Alumni can play in growth and development. The Alumni associations can contribute significantly to the development of their alma maters in a variety of ways such as, Alumni associations can raise money to support scholarships, new programs, and other initiatives, These can provide volunteer support for a variety of activities, such as mentoring students and organizing events, Alumni associations can provide a valuable network for alumni to stay connected with each other and with their alma mater and finally Alumni associations can advocate on behalf of their alma maters on issues such as funding, research, and public policy. As soon as possible the Alumni Association will be registered and will start functioning.

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

**5.4.2 - Alumni contribution during the year (INR in Lakhs)** E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

**GOVERNANCE, LEADERSHIP AND MANAGEMENT**

**6.1 - Institutional Vision and Leadership**

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

The governance of an institution is the system by which it is managed and controlled. It includes the policies, procedures, and structures that are used to make decisions, allocate resources, and ensure accountability. The governance of an institution should be reflective of and in tune with its vision and mission. This means that the governance system should be designed to support the institution's goals and objectives. The governance system is designed to:

1. Ensure that the institution is responsive to the needs of

its stakeholders, including students, faculty, staff, alumni, and the broader community.

2. Promote a culture of innovation and creativity.

3. Encourage diversity and inclusion.

4. Ensure that the institution is financially sound.

5. Hold all the stakeholders of the institution accountable for its performance.

The vision of the college is to ensure the equitable growth of the students in terms of academics, sports and administration. The college provides a stimulating environment for students.

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

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

The college has a partially decentralized system of administration. The Head of Departments are empowered to taking decisions regarding the following domains: -

Time table

Roadmap for students

Formulation of lesson plans

Subject Society activities

Upgradation of laboratories

Student Activities

Additionally, in-charges of various committees such as University Affairs, House exams/internal assessment, Character certificates, Admission committee, and Bus pass committee are empowered to sign the various documents on behalf of the

principal.

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

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Deploying an institutional strategic/perspective plan effectively in a college involves several key steps and considerations. The general framework used by the college for the deployment process is appended below: -

1. College's Strategic Plan: The strategic plan of the college outlines the college's mission, vision, and long-term goals. This plan inculcated the college's values and the current and future needs of the institution and its stakeholders.

2. College has established Clear Objectives: The objectives are measurable and synchronous with the strategic plan. These objectives are area-specific, achievable, relevant, and time-bound, For example, one of the objectives is to help students find employment. They serve as the building blocks for implementing the strategic plan.

3. College administration has created an Implementation team of dedicated staff which is responsible for overseeing the deployment of the strategic plan. This team includes representatives from different departments and levels of the college to ensure a collaborative and inclusive approach.

4. The strategic plan is communicated to all stakeholders, including faculty, staff, students, and regulator. The college administration creates awareness and ensures everyone understands the goals and objectives of the plan through various channels and platforms.

Despite being a government-managed organisation, the college administration put its best foot forward to ensure the institution catches up with the latest developments.

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

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

The college implements policies and guidelines issued by the Directorate of Higher Education, Haryana, the State government, the Central government and affiliating university. The admin set-up is in synchronous with government policies. The college has no power or autonomy for the appointment and recruitment of faculty and support staff. The college follows Haryana Civil Service Rules 2022 in letter and spirit.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

This college is a Government College, and the salary is given to staff as per Government norms. The staff is granted Casual, On Duty, Earned Leave, Paternity, Maternity Leave, and Special Leave as per government guidelines. The non-teaching staff gets Medical, Casual, and Earned Leave as per the norms of the Government of Haryana. The college grants Duty Leave for attending enrichment courses, seminars, conferences, workshops, exams, and administrative/official duties. The staff members avail summer and winter vacations as per affiliating University's academic calendar. The college has a Biometric attendance system and CCTV facility for managing college resources. The teaching and non-teaching staff members are rewarded on appropriate occasions.

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

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

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

0

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

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

##### 6.3.3.1 - Total number of professional development /administrative training Programmes

**organized by the institution for teaching and non teaching staff during the year**

2

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

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)****6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

3

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

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

Institutions' Performance Appraisal System for teaching and non-teaching staff is a system that is used to evaluate the performance of employees in an institution. The system is designed to assess the employee's performance in a number of areas, including teaching, research, and service.

The performance appraisal system is online in accordance with the guidelines of the Directorate of Higher Education Haryana. Staff is allotted with MIS log-in ID and Password. Each staff member has to log in to the designated application and fill up the required data. The data submission is OTP-based authentication. Then the ACR will automatically be directed to the Reporting Officers' dashboard. Reporting officer after verifying the data sends it to the appraisal authority. However, if Reporting officer finds something un-consistent in the filled data he can revert back to the concerned official. The whole process is time-bound.

Link -Login ([higherduhry.ac.in](http://higherduhry.ac.in))

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

#### 6.4 - Financial Management and Resource Mobilization

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

The college has internal audit mechanism in which an expert committee is constituted by the administration annually. The committee carries out physical stock verification and entry to this effect is made in respective stock registers. The audit of financial transactions in respect of Grants, Funds etc. is done by external auditors duly appointed by Government of Haryana. Additionally, whenever, equipment or items are purchased by any department, the stock register with proper stock entry is physically verified by the committee formed for the purpose. The college does not have any Audit Para till date.



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

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

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

0

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

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

The college has various institutional strategies for mobilizing funds and the optimal utilization of resources.

**Tuition fees:** Tuition fees are the common source of income for educational institutions. Though government regulates the tuition fee structure of colleges still, each college gets its share. The college has no authority to increase or decrease the tuition fee.

**Government grants:** Government grants are another important source of income for educational institutions. This institution regularly applies for government grants to fund its programs and activities. Though the government grants are meagre we still receive some of them.

**Charitable donations:** Charitable donations are another important source of income for educational institutions. Our college solicits donations from local individuals and businesses for maintaining the infrastructure of the college.

**In-house businesses:** This college generate revenue by allocating the college canteen to outsider vendor through government laid down guidelines i.e. auction process.

Some of the strategies adopted by this institution to use funds efficiently and effectively.

1. Tracking expenses
2. Zero waste policy
3. Purchasing in bulk
4. Negotiating discounts
5. Use-reuse policy

By mobilizing funds and utilizing resources efficiently, educational institutions can ensure that they have the resources they need to provide high-quality education to their students.

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

## 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

Most of the academic session was disturbed due to the lockdown therefore the contribution of IQAC was limited to online mode only. However, IQAC made every effort to deliver the best part of it through online mode. Teachers were encouraged to take part in academic activities such as webinars, online induction programs, learning new systems of online classes, developing e-content for the students, remaining in touch with the respective classes etc.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

This college reviews its teaching and learning processes regularly. It helps in getting real-time feedback that is instrumental in making required changes in the current strategy. Some of the techniques:

1. Feedback - College collects feedback from students, alumni and parents through e-questionnaires to gauge their satisfaction with the teaching. The feedback provides valuable insights into areas that need improvement or changes.

2. In-house and external assessment - This process helps in reviewing the overall performance of students and identifying areas where students require additional classes or inputs from the administration or teachers.

3. Professional Development Programs - Our college encourages professional development opportunities for faculty members to enhance their teaching skills and remain relevant with contemporary times & technology. Webinars, online courses, value-added short-term courses, seminars, and conferences provide platforms for teachers to share experiences, and learn from each other.

4. Classroom Observations - Our College adopts this practice where the college principal engages in classroom observations to assess teaching methods. He randomly goes to a class and quietly sits there to observe the teaching techniques, student-teacher interactions and the learning environment.

The idea is to continuously improve instructional practices, enhance student engagement, and promote better learning outcomes.

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Our college is a co-educational college with an almost equal number of both sexes. The same is the case with the staff members. Hence, it becomes imperative for this college to promote gender equity in the institution.

The college has implemented in letter and spirit Gender Equity Policy issued by the government. A gender equity policy is a document that outlines the institution's commitment to promoting gender equity. We have a Women's cell where girls can

discuss, share and seek whatever help they needed from women staff. Women's Cell regularly organises gender-sensitive training for all stakeholders. This training helps people to understand the different experiences of men and women and to develop skills for working in a more gender-equitable way. The college has created an inclusive environment where everyone feels welcome and respected, regardless of their gender. Our college has a dedicated loan for girls, a canteen, a common room, parking facility. As and when required college administration took the initiative to write to GM Haryana roadways for plying more buses for girls students so that they can attend college. It proved fruitful when more buses started playing for college.

This college has a zero-tolerance policy towards any kind of gender-specific behaviour. Those who violate the institution's gender equity policy, are dealt with according to the law.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">Common Rooms, Sanitary Pad Vending Machine, Incinerator, separate park.</a>

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

D. Any 1 of the above

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

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

Solid waste management is the collection, treatment, and disposal of solid waste. Solid waste can be defined as any unwanted or discarded material that is not a liquid or a gas. For managing solid waste we have a large pit. The solid waste is collected and disposed of in that pit. This pit is a composting site and is designed to manage organic waste generated in the cafeteria or from landscaping activities. This is used to produce nutrient-rich compost for campus gardens.

However, the best strategy to manage solid waste is the minimization of waste, which we follow strictly at our campus.

The second technique is recycling. The solid waste is sold out to vendors for recycling purposes.

For, e-waste, we have a designated storehouse, where e-waste is stored. When it gets accumulated in sizeable quantity, it is sold out through a proper auction process to vendors.

Colleges do not have Liquid waste, biomedical waste or hazardous chemicals and radioactive waste.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">View File</a>

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

<p><b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b></p> <ol style="list-style-type: none"> <li><b>1. Restricted entry of automobiles</b></li> <li><b>2. Use of bicycles/ Battery-powered vehicles</b></li> <li><b>3. Pedestrian-friendly pathways</b></li> <li><b>4. Ban on use of plastic</b></li> <li><b>5. Landscaping</b></li> </ol>	<p><b>A. Any 4 or All of the above</b></p>										
<table border="1"> <thead> <tr> <th data-bbox="92 566 531 629">File Description</th> <th data-bbox="539 566 1394 629">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="92 640 531 734">Geo tagged photos / videos of the facilities</td> <td data-bbox="539 640 1394 734" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="92 745 531 875">Various policy documents / decisions circulated for implementation</td> <td data-bbox="539 745 1394 875" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="92 887 531 943">Any other relevant documents</td> <td data-bbox="539 887 1394 943" style="text-align: center;"><b>No File Uploaded</b></td> </tr> </tbody> </table>	File Description	Documents	Geo tagged photos / videos of the facilities	<a href="#">View File</a>	Various policy documents / decisions circulated for implementation	<b>No File Uploaded</b>	Any other relevant documents	<b>No File Uploaded</b>			
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Geo tagged photos / videos of the facilities	<a href="#">View File</a>										
Various policy documents / decisions circulated for implementation	<b>No File Uploaded</b>										
Any other relevant documents	<b>No File Uploaded</b>										
<p><b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b></p>											
<p><b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b></p>	<p><b>D. Any 1 of the above</b></p>										
<table border="1"> <thead> <tr> <th data-bbox="92 1395 531 1458">File Description</th> <th data-bbox="539 1395 1394 1458">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="92 1469 531 1599">Reports on environment and energy audits submitted by the auditing agency</td> <td data-bbox="539 1469 1394 1599" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="92 1610 531 1704">Certification by the auditing agency</td> <td data-bbox="539 1610 1394 1704" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="92 1715 531 1809">Certificates of the awards received</td> <td data-bbox="539 1715 1394 1809" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="92 1821 531 1877">Any other relevant information</td> <td data-bbox="539 1821 1394 1877" style="text-align: center;"><b>No File Uploaded</b></td> </tr> </tbody> </table>	File Description	Documents	Reports on environment and energy audits submitted by the auditing agency	<b>No File Uploaded</b>	Certification by the auditing agency	<b>No File Uploaded</b>	Certificates of the awards received	<b>No File Uploaded</b>	Any other relevant information	<b>No File Uploaded</b>	
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Reports on environment and energy audits submitted by the auditing agency	<b>No File Uploaded</b>										
Certification by the auditing agency	<b>No File Uploaded</b>										
Certificates of the awards received	<b>No File Uploaded</b>										
Any other relevant information	<b>No File Uploaded</b>										
<p><b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly</b></p>	<p><b>C. Any 2 of the above</b></p>										

washrooms Signage including tactile path, lights, display boards and signposts  
Assistive technology and facilities for persons with disabilities (Divyangjan)  
accessible website, screen-reading software, mechanized equipment  
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

College is alone institute of Higher Education in the area and caters for students from more than 30 villages therefore more than 95% of students come from villages. In view of this, it is imperative for college administration to invest efforts in providing an inclusive environment. The inclusive environment has been created with good intentional efforts and initiatives from the college administration. Fostering inclusivity requires a long-term commitment and continuous efforts to address systemic barriers and promote equity for all individuals within the institution.

For inclusion, the college has taken the following steps: -

1. joint celebration of festivals of different communities,
2. the inclusion of ethnic cultural programs in cultural activities,
3. encouraging a joint audience system where boys and girls participate together,
4. strict implementation of anti-discrimination policies,
5. ensuring that college infrastructure is accessible for



- all,
6. discouraging caste system, encouraging students to share the food items with each other without any biasedness or prejudice,
  7. established safe and secure reporting mechanisms. The establishment of confidential reporting mechanisms for instances of discrimination, harassment, or bias is a great motivating tool for individuals to come forward without fear of retaliation,
  8. providing mental health support to all those who wish to seek them.

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

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

Sensitizing students and employees of an institution to constitutional obligations, values, rights, duties, and responsibilities of citizens is crucial for fostering a sense of civic awareness and promoting a culture of active citizenship. To achieve this students are given constitutional education which ensures that students have a comprehensive understanding of constitutional values, rights, and responsibilities. This technique has the potential to inculcate model citizenship, human rights, democracy, and the role of the Constitution in daily life. Department of political science arranged guest lectures on the Constitution by experts and legal professionals who provided valuable insights into constitutional obligations and citizen rights. These sessions can help students and employees better understand their roles and responsibilities as citizens. Along with this college-run awareness campaigns focused on constitutional obligations, values, and rights. Posters, banners, social media, and other platforms are utilized to disseminate information and raise awareness about the Constitution, citizenship, and fundamental rights. The college provides constitutional resources, books, articles, and legal documents available to students and employees. This enables them to further explore constitutional concepts, landmark cases, and the rights and duties of

citizens. Faculty members are encouraged to participate in training and workshops. This can include sessions on workplace diversity, equality, and respectful communication.

National events such as National Voters day [25 January], Constitution Day [26 November] are celebrated with full enthusiasm.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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

**B. Any 3 of the above**

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

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

The institution regularly celebrates national and international commemorative days in accordance with government guidelines. Commonly celebrated days are: World Mental Health Day, Women's Day, Voters Day, National Unity Day, Republic Day, Independence Day, Constitution Day, Yoga Day, Teachers Day, Gita Jayanti, National Youth Day, Labour Day, Dr BR Ambedkar Jayanti, Hindi Divas, Children's Day. However due to COVID-19 and mobility restrictions, few of these days were not celebrated in this current year.

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

## 7.2 - Best Practices

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

### 1. Psychometric Assessment and Counselling Cell

To provide professional psychological support to interested students & local community members in improving their potential and assessing their psychological abilities. The psychometric assessment is a scientific procedure where an individual's psychological abilities are assessed using standardized psychological tools. It is managed by the Department of Psychology. The OPD timings are 2.30 PM to 4.00 PM on all six days. Since the start of PACC, more than 100s individuals had been provided support on resolving personal issues, overcoming guilt and conflicts, not being able to get expected academic performance, pre-marital counselling, suicide ideation, feeling low and depressive state, mood swings, phobias (Claustrophobia), cases of acute nervousness, obsession, Hallucinations etc. The most common cases reported are depressive states and mood swings.

### 2. Use of Trolley mounted Projectors

The trolley projector has become an integral part of the

teaching-learning process of the institution. All the teachers are encouraged to use the Trolley Projectors for enhancing the learning experience of students. As a result, the teachers have oriented towards the application of ICT in educational practices. The idea of a trolley projector has been economical in financial terms. The primary advantage of the trolley projector is that all classrooms can be converted into smart classrooms on a requirement basis.

File Description	Documents
Best practices in the Institutional website	<a href="http://gcadampur.ac.in/images/39/MultipleFiles/File15773.pdf">http://gcadampur.ac.in/images/39/MultipleFiles/File15773.pdf</a>
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

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

The institute was established in 1981 with a vision to carry the torch of higher education in the far-flung semi-desert area of Adampur. Since then it has grown into a centre of higher education.

1. Teaching - The college has gradually migrated from lecture-based teaching to an activity-based system. The sessions are custom-made to suit the cognitive level of the students. Students are encouraged to engage in peer teaching. Students are encouraged to teach their peers. It is an interesting paradigm shift in the college teaching-learning process. The faculty has smoothly migrated to technology and adopted the new paradigms of knowledge sharing. A few technology initiatives are taken by the college: the use of trolley-mounted projectors, e-content development and distribution of e-content.

2. Mentoring system: One of the initiatives by the college administration in this direction is the introduction of mentoring practice. The faculty member is allotted 50 students. Once a month each mentor is required to interact with her/his group. During this interaction, students are encouraged to raise their queries that warrant attention. This system is a kind of psycho-social feedback system and helped a lot in

improving the college time experience of students. Students are counselled, provided career guidance and made aware of emerging areas for employment and the latest developmental trend.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

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

1. In-house training sessions for the teachers will be organized to enhance their academic and research capabilities.
2. The idea of paperless communication which is in practice will be taken forward under eco-friendly initiatives.
3. Though the infrastructure of the college seems good, however, an effort will be made to upgrade the laboratories of various departments.
4. Keeping in view the changing paradigms of education where the focus will be on skill-based courses. In this connection, additional demands for the new additional teaching block will be initiated.
5. The addition of new courses is likely to increase the strength of the students for which one of the major thrust areas will be enhancing the reading room capacity of the library. A proposal to this effect will be forwarded to the government.
6. Meeting the idea of sustainable goals as envisioned by the United Nations, rigorous efforts will be made for the installation of rooftop solar panels.
7. The overall learning environment will be improved by providing quality amenities to the students.
8. College is planning to introduce new Post Graduate courses to cater for the rural segment of society where students are required to travel long distances.
9. The college will initiate the process for approval of the seminar hall.