YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	Feroze Gandhi Memorial Government College Adampur
• Name of the Head of the institution	Dr. Ashok Beniwal
• Designation	DDO/Assistant Professor
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01669243153
• Mobile No:	9468195200
• Registered e-mail	gcadampur1@gmail.com
• Alternate e-mail	gcadampur@gmail.com
• Address	Bhadra Road ,Adampur
• City/Town	Adampur
• State/UT	Haryana
• Pin Code	125052
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	**UGC 2f and 12(B)**	
• Name of the Affiliating University	**Guru Jambheshwar University of Science and Technology Hisar**	
• Name of the IQAC Coordinator	**Sh. Balwan Singh**	
• Phone No.	**01669243153**	
• Alternate phone No.	**01669243153**	
• Mobile	**9996627955**	
• IQAC e-mail address	**iqacfgmgcadampur@gmail.com**	
• Alternate e-mail address	**gcadampur1@gmail.com**	
3.Website address (Web link of the AQAR (Previous Academic Year)	http://gcadampur.ac.in/Home	
4.Whether Academic Calendar prepared during the year?	**Yes**	
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.gjust.ac.in/	

5.Accreditation Details

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**

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
No Fund Received	**NIL**	**NIL**	**2024**	**NIL**

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	`2`	
• 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	[View File](#)	
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)

`Sign MOUs with GD Girls College,Adampur`

`Sign MOU with Govt.College for Women,Hisar in the Subject of Chemistry`

`Submission of Undertaking to participation in NAAC Binary Accreditation`

`Guide to Alumni Committee regarding Proceeding Registration and Membership`

`Planning to Implentation of NEP 2020 for Session 2024-25`

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
Participation in Binary Accreditation Process	Notification Awaited
Academic and Administrative Audit 2023-24	Process of Audit by Committee constituted by GJU ,Hisar completed
Lesson Plan, Time Table, All Notices may be uploaded at College Website	Prepared and Uploaded on the website
All DHE/University/College Notices may be shared in Mentors Groups	Shared
E-waste Mangement	in Process
All Committee,Cells/Departments, Subject Societies ,NSS,NCC guided to take Geo-tagged Photos	Implemented
Regarding Publishing of Books and Research Papers	Guided the Teachers
UGC Care listed Journals as Per New API Rules	Guided the Teachers
Participation in NIRF	The college has also participated in the NIRF Ranking
Participation in AISHE	The college has also participated in the AISHE.
Annual Quality Assurance Report (2022-23)	AQAR was successfully prepared and uploaded on Website.

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

- Name of the statutory body

Name	Date of meeting(s)
PRINCIPAL/IQAC COMMITTEE	30/04/2024

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	10/02/2024

15.Multidisciplinary / interdisciplinary

FGM Govt College adampur is co-education college which is affiliated with Guru Jambhshwar University Hisar and NEP 2020 ordinance is adopted by the college and affiliated concerned university from the session 2024-25 in First Year of UG and PG Courses. A multidisciplinary education as NEP norms aims to develop social, physical, intellectual, emotional, and moral capacities of students in an integrated manner. Learners will be able to choose from languages and at the same time fields such as Applied Sciences, Mathematics, and Business Studies.

16.Academic bank of credits (ABC):

Academic Bank of Credits has been established on the lines of the National Academic Depository (NAD), in the sense, NAD is the backbone of ABC, where the students' academic data are held and academic awards are stored i.e. storehouse of academic awards. ABC enables students to register or commence credit transfer, the final outcomes of credit redemption and issuance of certificates, as well as the compilation of award records, are administered by academic institutions via the NAD Platform.FGM Govt College Adampur is co-education college which is affiliated with Guru Jambhshwar University Hisar and NEP 2020 ordinance is not adopted by the college in session 2023-24 .

17.Skill development:

The NEP-2020 has advocated for the integration of vocational education programmes into mainstream education in all education institutions, in a phased manner. NEP-2020 further envisions that vocational courses will be available to students enrolled in all Bachelor's degree programmes, including the four-year multidisciplinary Bachelor's programmes.FGM Govt College Adampur is not adopted NEP2020 ordinance in the session 2023-24.

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

The NEP, 2020 recognizes this rich heritage of ancient and eternal Indian knowledge and thought as a guiding principle. The Indian Knowledge Systems comprise of Jnan, Vignan, and Jeevan Darshan that have evolved out of experience, observation, experimentation, and rigorous analysis. This tradition of validating and putting into

practice has impacted our education, arts, administration, law, justice, health, manufacturing, and commerce.FGM Govt College Adampur is not adopted NEP2020 ordinance in the session 2023-24.

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

Outcome-Based Education (OBE) is a student-centric teaching and learning methodology in which the course delivery, assessment are planned to achieve stated objectives and outcomes. It focuses on measuring student performance as outcomes at different levels.

20.Distance education/online education:

All Courses of FGM Govt.College Adampur are in regular mode. Online education is being achieved through computers in a way with the facility of the internet. Computers and many types of gadgets are used for online education. Where the teacher sits far away, whether that place is at home or outside the house,they can provide education to their students. Through this, teachers and students are exchanging their ideas, which is a good way to understand education.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**11**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**1730**

File Description	Documents
Data Template	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**570**

File Description	Documents
Data Template	View File

2.3	**596**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	**58**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**80**
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**62**
Total number of Classrooms and Seminar halls	

4.2	**11942636**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**148**
Total number of computers on campus for academic purposes	

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

FGM GOVT college Adampur is an affiliated institution under Guru Jambheshwar University of Science and Technology ,Hisar and follows the scheme and syllabus prescribed by the university. Faculty members give feedback about the syllabus in the Board of the Studies (BOS) meetings organised by the university.

Academic Calendar

• The college follows the academic calendar issued by Guru jambheshwar Science and Technology University, Hisar.

• The Principal monitors the distribution of workload to faculty members through scheduled meetings with the HODs.

Time Table

• Time table of the departments integrated with the master time table.

• Time table is prepared at the department level - teacher wise- class wise as a matrix structure. Students are made aware of commencement of semester through notice and sms in Mentors Groups .

Teaching Plan (Theory & Practical)

Teaching/Lesson Plans are prepared by the subject teachers before the start of each semester.

College Library

• The books and Newspapers are issued to the students as and when needed by them. The record of the same is maintained in the college library and issue register is maintained by the Library administration.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

The Guru Jambheshwar University of science and technology ,Hisar publishes an academic calendar for the program well before the commencement of each semester. The University academic calendar portrays important timelines like the beginning of the semester, last working day, schedule for practical and theory examination. Our college is affiliated with GJU S&T, Hisar, so FGM Govt. College, Adampur follows the university academic calendar strictly and plans its all activities including the conduct of Continuous Internal Evaluation (CIE). The University academic calendar help every faculty member to plan their respective course delivery, academic work and co-curricular activities. All HODs closely monitor the completion of the syllabus as per their lesson plan prepared by them. Two Assignment, internal assessment test and different activities are the part of Continuous Internal Evaluation of the students. The Principal reviews the semester progress frequently and makes intervention if any to adhere to the academic calendar. If there are any changes as per directive of the university, the college will immediately make suitable amendments and the same would be followed by all concerned in the college.

File Description	Documents
Upload relevant supporting documents	[View File](#)
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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
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

02

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)	[View File](#)

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	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	[View File](#)

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

403

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

403

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View File](#)

1.3 - Curriculum Enrichment

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

Our college strongly believes in the inculcation of cross cutting issues relevant to professional ethics, gender, human values, environment and sustainability for holistic development of students. The course curricula addresses these issues critically both in the theoretical and pragmatic contexts and instill the ethical values among the students.

Professional Ethics: Include modules on ethical decision-making, corporate social responsibility, and the role of professionals in fostering trust and integrity in their respective fields.

Gender Sensitivity: Offer courses on gender studies, gender equality, and the impact of gender roles on society, encouraging critical thinking about discrimination and the promotion of diversity.

Human Values: Emphasize the development of empathy, respect, social responsibility, and cultural awareness through both theoretical knowledge and practical exercises.

Environment and Sustainability: Incorporate sustainability into subjects like environmental science, economics, and policy. Encourage the integration of sustainable practices and the importance of preserving the environment for future generations.

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

4

File Description	Documents
Any additional information	[View File](#)
Programme / Curriculum/ Syllabus of the courses	[View File](#)
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	[View File](#)

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

308

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

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	

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	**No File Uploaded**

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://forms.gle /ujfFsh7mg3Z8xXoh6

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1350

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

275

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

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 departments play a critical role in addressing the diverse learning needs of students by assessing their learning levels and organizing tailored programs for advanced learners and slow learners. This approach ensures that each student receives the support and challenges they need to thrive academically and personally. Before organizing any special programs, institutions first evaluate the learning levels of students.

Formative Assessments such as assignments, or class participation, to track ongoing progress; end-of-term exams or projects to evaluate overall achievement levels; teacher Observations like monitoring students' classroom behavior, participation, and problem-solving abilities; and collecting feedback from students and parents to understand individual needs and challenges. Following activities are done by teachers for students:

Special Programs / Strategies for Advanced Learners:

- Advance Notes
- Seminar Sessions
- Leadership Roles
- Assessments
- Group Discussion Sessions
- Specialized Workshops
- Competitions and Debates

Special Programs / Strategies for Slow Learners:

- Counseling Support
- Remedial Coaching
- Extra notes
- Peer Learning
- Frequent Assessments and Feedback
- Encouragement in NSS, academic activities.
- Leveraging educational apps, videos, and interactive tools to

make learning engaging

This approach not only promotes academic excellence but also fosters an inclusive and nurturing educational environment where diverse learners can thrive.

File Description	Documents
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
1730	**58**

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 Lecture Method is commonly adopted by all teachers. This method facilitates the teacher to interpret, explain and revise the content of a text-only for better understanding of the subject by the learners. Student-centric Methods are educational approaches that shift the focus of instruction from the teacher to the student. These methods emphasize active participation, critical thinking, and meaningful engagement in the learning process. The goal is to make learning more personalized, relevant, and impactful. Mainly key components of student-centric methods adopted by the faculty members include experiential learning, participative learning, and problem-solving methodologies asfollowing:

Experiential Learning: The faculty members improve retention by linking theory to practical experiences by motivating student participation in Role-playing, Field trips, Project-based learning etc.

Participative Learning: It is a collaborative approach where students actively contribute to the learning process. The faculty

members promotes engagement, teamwork, and shared responsibility for knowledge creation by motivating student participation in in different activities such as Group Discussion, Peer Teaching, Counseling, Cultural Activities (Talent Search Competition, Swaranjali), Debates and Competitions, Presentation in Class, Workshops, Paper Presentation in Seminar or Conferences .

Problem-Solving Methodologies: All teachers focus on equipping students with the skills to identify, analyze, and solve real-world problems.

File Description	Documents
Upload any additional information	[View File]()
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

FGM Govt. College, Adampur teachers increasingly use ICT-enabled tools to enhance the teaching-learning process, making it more interactive, engaging, and effective. ICT (Information and Communication Technology) tools include computers, projectors, tablets, smart boards, educational software, and online platforms to deliver content in visually appealing and accessible formats. They use multimedia tools, such as videos, animations, and presentations, help explain complex concepts with clarity, catering to diverse learning styles. ICT tools also enable teachers to access a vast array of online educational resources (Google meet, zoom app, LMS), including e-books, articles, research papers, and educational websites as well as virtual simulations and augmented reality tools offer hands-on experiences in subjects like science and geography, making learning experiential., expanding the scope of learning beyond textbooks. This empowers them to enrich their teaching materials, update content regularly, and incorporate real-world examples into their lessons. Overall, ICT enhances teaching by making lessons dynamic, improving student engagement, and fostering digital literacy, preparing students for the modern world.

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

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

40

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	<u>View File</u>
mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

58

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

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

22

File Description	Documents
Any additional information	View File
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)	View File

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

471

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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 has transparent and robust mechanism of internal assessment in terms of frequency and variety. In order to ensure transparency in internal assessment has predefined criteria, including weightage for assignments, tests, projects, and participation, are communicated at the beginning of the semester through syllabi, academic calendars, or orientation programs. Students can review their performance in internal assessments. Evaluated answer scripts and rubrics are shared to help them understand their strengths and areas for improvement. A systematic grievance redressal mechanism ensures that any concerns regarding internal assessments are resolved promptly and fairly. In order to ensure robustness in internal evaluation, assessments are conducted at regular intervals, such as Unit Tests, mid-semester exams, quizzes, assignments, and practicals, ensuring continuous evaluation of learning outcomes. The internal assessment includes multiple formats like written tests, presentations, group discussions, and project work to evaluate diverse skills such as critical thinking,

communication, and application of knowledge. Personal guidance is given to the poor performing the students after their assessment. Students appearing for PG/PGDGC are asked to deliver the seminars of the concerned subject. In this way, the mechanism of internal assessment is designed to be transparent and robust, ensuring fairness and consistency in evaluating students' performance.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

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

A transparent, time-bound, and efficient mechanism to address internal examination-related grievances in a college ensures fairness, accountability, and student satisfaction. Following mechanisms are conducted for transparent, time-bound and efficient internal assessment:

Transparency: Colleges provide clear guidelines about internal examination procedures, evaluation criteria, and grievance redressal policies. Students are allowed to review their answer scripts after evaluation. This ensures transparency and builds trust in the grading process. Teachers share marking schemes or rubrics to help students understand how marks were awarded. Information about the grievance process, including timelines, responsible authorities, and steps to file a complaint, is made accessible.

Time-Bound Mechanism: A specific time frame is set for each step of the grievance process, such as submitting grievances, resolving them, and communicating the outcome. For example:

- Submission of Grievance: Within 3-5 days of result declaration.
- Resolution by the Concerned Teacher: Within 7-10 working days.

Efficiency: Grievances are categorized into common issues like incorrect marking, totaling errors, or delayed results, and each category is handled systematically. Students can approach the concerned faculty for clarifications before formally filing a grievance, often resolving minor issues informally. In this way, a well-defined mechanism creates a supportive academic environment.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The College adopts Outcome based education and has clearly stated learning outcomes of the Programs and Courses. Teachers and students are well-informed about the Programme Outcomes (POs) and Course Outcomes (COs) of the programs offered, the following mechanisms are as under.

- At the beginning of the academic year, orientation sessions are conducted for new students and faculty. During these sessions, the objectives, outcomes, and career prospects of each program are explained in detail.
- Faculty Development Programs (FDPs) train teachers on aligning their teaching methods with program outcomes.
- Teachers prepare lesson plans aligned with POs and COs, sharing these with students to connect course content with broader goals.
- Students become aware of the POs and COs through outcome-based assessments, where evaluation methods like assignments, projects, or exams are designed to measure specific outcomes.
- College collects feedback from students about their understanding and relevance of the outcomes, enabling continuous improvement and awareness.

By integrating POs and COs into various aspects of the academic and administrative framework, institution ensures that teachers and students are fully aware of and aligned with the intended learning outcomes. This creates a focused, goal-oriented learning environment that prepares students for academic and professional success.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all courses (exemplars from Glossary)	**No File Uploaded**

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

The attainment of Programme Outcomes (POs) and Course Outcomes (COs) is a critical aspect of ensuring quality education. Institutionused a systematic and structured process to evaluate whether students achieve the intended learning outcomes. Some key indicators of evaluatingare following:

Evaluation of Course Outcomes (COs):The faculty provides home assignments to students, conducts internal tests, viva voce, surprise tests, open book tests, quiz, case studies, or projects that address specific COs.The students of FGM College Adampur are required to take examinations as per the semester set by the university.Question papers are designed to evaluate different levels of learning outcomes. Practical exams are assessed based on predefined rubrics tied to COs. It is evaluated by inviting external experts appointed by the university to evaluate each student by conducting Practical examinations, and taking VivaVoce and evaluating the practical files.

Evaluation of Programme Outcomes (POs):POs are achieved through the attainment of COs, the average attainment of COs across all courses is used to calculate PO attainment. At the end of each semester, result analysis of each course is carried out. Final-year projects and internships (PGDGC) are assessed based on how well students demonstrate the skills and competencies outlined in the POs.

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

353

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
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/File22654.pdf

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)	No File Uploaded

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

3.1.2.1 - 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)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution 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)	No File Uploaded

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

12

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

4

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	<u>View File</u>

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The college organizes a number of extension activities to promote institute-neighborhood community to sensitize the students towards community needs. The students of our college actively participate in social service activities leading to their overall development. The college runs effectively National Service Scheme and National Cadet Corps Units. NSS organizes a residential seven day camp in nearby adopted village and several activities were carried out by NSS volunteers addressing social issues which include cleanliness , tree plantation ,water conservation. Shramdan,Social interaction.Beti Bacho Beti Padhao, Environmental awareness, Women empowerment, National Integrity, Aids awareness, Blood donation camp, Health check up camp, Veterinary guidance ,Farmers meet, Awareness .. The NCC units aims at developing qualities of leadership, patriotism, maintaining discipline, character building, spirit of adventure and the ideal of self service. Other extension activities as tree plantation, Road safety awareness,Swachhta Abhiyan also organized. Various departments organize aware of social issues through various programmes like Environmental Awareness, Personal Health and Hygiene, Diet awareness, Road Safety, Tree Plantation,Plastic eradication.All these mentioned activities have positive impact on the students and it developed student community relationship.

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

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

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

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

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

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

123

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/

NCC/ Red Cross/ YRC etc., during the year

5476

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

2

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

1

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

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 college has a well-developed campus equipped with modern facilities and learning resources for routine classes and other activities. The infrastructure facilities and learning resources are categorized as under:

- **Learning Resources include infrastructure for library, laboratories, computer labs, class room teaching, smart classroom, seminar hall for meetings and conferences etc.**
- **Support facilities include hostels, canteens, edusat hall, committee rooms, departments, sports grounds, first aid room etc.**
- **Well-furnished 62 classrooms, 02 Smart classrooms, 03 ICT/ Projector enabled Class Room 01 GIS Lab, 01 ICT enabled Language Lab, 03 movable projector trolley and 02 Reading Room under Library.**
- **Spacious seating arrangements with the qualitative furniture, Cleanliness, light, and ventilation facilities are maintained in the classroom and laboratories. Black Boards, White Boards, and Green Boards are available in the classrooms.**
- **A well-furnished computerized administrative office along with ICT enable cabin of the Principal. Well-equipped Laboratories i.e. Chemistry, Physics, Home Science, Computer Science, Geo. Lab, Language Lab., Mathematics and Commerce including 01 Edusat Room available with 01 Projector. Full Campus equipped withWi-FiFacility.**

File Description	Documents
Upload any additional information	[View File](#)
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 adequate facilities for sports, games, and cultural activities. There are various grounds 24x7 available for the students for the outdoor games. It includes Kho-Kho, Athletics, Kabaddi, Wu-Shu Volleyball, and Kabaddi. There is a hall room

although it is not a perfect Gymnasium this hall is smartly used for Indoor games like Yoga, Table Tennis, Carom Board, Chess, and Judo. The college students have participated in different sports and other competitions organized by other institutions and won prizes and awards in different events. The institution has the following facilities for sports, games, and cultural activities.

- Indoor games – Yoga, Table Tennis, Carom Board, Chess, Judo
- Outdoor games – Kho-Kho, Athletics, Kabaddi, cricket
- Cultural Activities- Seminar Hall, Music Room, and Open-Air Stage, Open-area in front of Admin. Block
- Extra-curricular Activities- Playground, Seminar Hall
- Health & Hygiene- Red Cross and Dispensary, Sanitary Napkin Vending Machine
- Physical Activities through Open Zym.
- Facility Area Athletic Track 200 mtr. Kho- Kho 29 * 16 m Volleyball 18 * 9 mtr. Kabaddi 13* 10 mtr. Gymnasium

File Description	Documents
Upload any additional information	[View File](#)
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.

62

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

62

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)	[View File](#)

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)

0

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)	View File

4.2 - Library as a Learning Resource

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

Our Library is fully automated using SOUL (SOUL of Library Science) software having version 2.0 since 2014 to make entries of books. A total of 25985 books are automated in software. Our library facilitates access to various e-journals on a number of subjects such as "Seminar" (E-journal on various topics), the Journal of public administration and governance, and e-books membership.

File Description	Documents
Upload any additional information	View File
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	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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)

94534

File Description	Documents
Any additional information	View File
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)	View File

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

4172

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The college regularly maintains the IT facilities.

Following are some basic facilities for updating:

- Computer is formatted in regular basis.
- College itself formats the computer without no fees and by the help of computer operator.
- Anti-virus is regularly installed in computer.
- All computer has anti-virus Wi-Fi connectivity is available as mentioned in 4.1.1, i.e., in Principal chamber, Office-room, IQAC room, departments, library and laboratories.
- CCTV is installed in college campus

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

4.3.2 - Number of Computers

135

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	[View File](#)

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

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

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)

366279

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

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 Principal of the college takes direct and active initiatives relating to the maintenance and renovation of the total infrastructure of the college. Stock verification of books, Laboratory apparatus, sports equipment, furniture, machines, and ICT equipment is done by the faculty members as per assigned duties.

Laboratories: In our college, there are 24 labs for practical subjects. College receives grant from Govt. every year for lab up gradation and maintenance. Grant is utilized every year to upgrade the infrastructure. In the library, we have 25985 books and 8 newspapers. The reading room of the library has a capacity of 50 students.

Sports Complex: Our college provides facilities for a gymnasium, Athletic Track, Handball, Kho-Kho, and Kabaddi, in outdoor games and yoga, Table Tennis, Carom Board, Chess and Judo in indoor games.

To conclude, the college is utilizing the available resources to cater to the needs of the students in an effective way.

File Description	Documents
Upload any additional information	[View File]()
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

500

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

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)	**No File Uploaded**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**A. All 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)	[View File](#)

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 benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

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	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

8

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

55

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	View File
Details of student progression to higher education	View File

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

9

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

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.

13

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)	View File

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)

FGM Government College Adampur organizes all co-curricular activities at college level and university level. Students are promoted to participate in all activities for their all-round development. Students Council is not as administrative unit in the college. Student with query and representation personally approach to the Principal and then the concern committee/convener work on it.

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

11

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)	[View File](#)

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

An alumni association is an organization formed by the former students of a particular institution. It is primarily formed to maintain communication between the institution and its alumni.Alumni Association has also been formed in F.G.M. Govt. College, Adampur and its progress report for the year 2023-24 is as follows; -

1 On 1st July 2023 with the permission of Principal, a meeting of the alumni which was presided by President Sh. Pala Ram and the following decisions were agreed upon in the meeting.

(I) Alumni Association of Govt. College, Adampur was approved by Department of Industries & commerce Haryana.

(II) The office of the organization would be in the college itself.

2 Room No. 19-A allotted by the college administration.

3 Alumni Association was registered by Department of Industries & commerce Haryana on 7th August 2023.

4 On 22nd Oct. 2023, another meeting of the Alumni Association was organized and it was decided that PAN Card should be made in the name of organization and a current/joint bank account should be opened.

5 PAN Card was made as aboveand on 10th July 2024 the current account of the organization was opened in the state Bank of India.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

File Description	Documents
Upload any additional information	[View File](#)

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 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 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.

FGM Government College Adampur follows the academic calendar provided by Guru Jambheshwar University of Science and Technology Hisar which describes about admission, internal assessment, extracurricular activities and its analysis etc. Under the direct supervision of Principal, all the departments and Committee and Subject Societies of the institute function. Day to day academic activities of the departments is taken care by the HODS. The Principal as a representative attend and supervise all types of activities. The Principal encourages and co-operates the HODs and faculty members in ensuring a proper academic environment in the institute which may benefit the students.

For the proper functioning of the institute and promotion of participative management, FGM Govt. College Adampur runs on a decentralized management operative process, wherein different committees have been framed by the Principal in the governance of the institute. Such decentralized and participative management leads to a situation of harmony and congenial atmosphere in the institute for the development of the students. A number of committees have been constituted by the principal to run the institute properly and smoothly. Senior members , Principal along with the faculty and the staff are being involved in the process of decision making and its implementation.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

For the overall growth of FGM Government College Adampur various

strategies and plans are being opted. One of the prime plans is to develop the college for research activities. As Guru Jambheshwar University of Science and Technology Hisar are planning the College Professors may work of Supervisorship for PhD Students. This will motivate all the professors to involve in research work.

To fulfill this aim, FGM Government College has subscribed few offline Journals and to cover the subscription of good number of journals so switched to e-journals of different subjects via The British Council and N-List.

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 has formally developed a well-organized and effectual internal coordinating and monitoring mechanism that has a positive role to play in ensuring the quality learning and resource utilization, so that institution's goals and objectives can be accomplished in most appropriate manner with corrective measures.

The organizational structure of the college constitutes Director Higher education, Haryana, Principal,College Council, Bursar, Head of the Departments, Teaching staff, non-teaching staff and Support cells/Departments. The incharges at different levels of the hierarchy; work in consonance to achieve the desired institutional plan. They review the institutional strategy and set the academic objectives. Students andCommitteeare also involved for the sustenance of the institutional capacity and educational effectiveness. The broader policies are decided at governmental level keeping in view the needs of stakeholders and are communicated to the college for their effective implementation. The college also frames some rules for daily conduct of activities which are made available through college website, regular notices . The appointments are made on the basis of merit by following a detailed procedure by the Haryana Public Service Commission for teachers and

```
Haryana Staff Selection Commission for non-teaching staff. The
service rules are decided by the government .
```

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

6.3 - Faculty Empowerment Strategies

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

```
The college has developed effective welfare measures for
intellectual, professional and economic development of both teaching
and Non-Teaching Staff. The following facilities have been provided
to the staff:

1. GPF/NPS/GIS and ESI coverage for all as per rules Cashless and
Reimbursement Medical facility for the staff and their dependent. Ex-
Gratia Facility for staff

2. Handicapped Allowance for Disabled employees.

3. Fixed percentage of their pay as House Rent Allowance Children
Education Allowance upto 12th for two children
```

4. Loan facility for the staff such as Computer Loan, house loan and vehicle loan within the permissible limits decided as per their designation and salary by the Govt. Wheat loan, marriage loan, festival advance and dress allowance for the non-teaching staff.

5. One month salary once in four years block as LTC for meeting their excursion expenses.

6. Refundable and Non-refundable loan from GPF accounts.

7. Canteen facilities for staff and students.

8. Internet facilities for staff and students.

9. Gym facility and sports activities are organized for teaching and non-teaching staff.

10. Special Provisions for employees having status of -unmarried females, widow/widower, chronic disease, handicapped, Couple Case etc in Online transfer derive Child Care and Maternity leaves with full pay to female employees. Earned Leaves for all the Regular Staff. Professional development of the staff by imparting training and exposure through training workshops, seminars and extension lectures, orientation programmes, refresher courses and faculty development trainings.

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)	**No File Uploaded**

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

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

0

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

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

15

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)	[View File](#)

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

Employee's performance is evaluated on a yearly basis after the completion of one year. In case of regular teaching staff, the performance of each faculty member is evaluated according to Annual Self Assessment for the Performance Based Appraisal System (PBAS). UGC Career Advancement Scheme (CAS) Promotions are based on the API score. All the faculty members are assigned extra administrative duties and responsibilities. API Performa's are prepared by the employees and which are further checked and verified by IQAC Coordinator and decided Promotions at Director Level. Faculty members whose promotions are due are recommended based on their API score and are required to appear before the screening-cum-selection committee. All the regular teaching staff is assessed through online Annual Confidential Report whereas non teaching staff is assessed through offline ACR. There are different parameters on which staff members are assessed under different categories like Character and Habits, Departmental Abilities, Capacity to do hard work, Discipline, Reliability, Relations/Co-operation with superiors, subordinates, colleagues, students and public. Each one is assessed as Excellent, Very Good, Good, or Highly Satisfactory. Under the ACP Scheme, all employees are eligible for promotions and financial advancement based on satisfactory performance.

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

To monitor the effective and efficient use of financial resources, following mechanism is used by the college which is as below: Before the start of each fiscal year, the Principal makes a budget allocation proposal to management, taking into account the recommendations put forward by the heads of each department. Principal /DDO along with College Bursar decide the budget expenditure through Incharge/Convener of Committee /Departments includes recurring expenses such as salary, electricity, internet charges, maintenance cost, stationery, other consumable charges etc., and non – recurring expenses i.e. lab equipment purchases, furniture and other development expenses. The accounting department will monitor all costs in accordance with the budget given by the government.

Following is the process of the internal audit: The internal financial committee with College Bursar audit all the vouchers. The expenses incurred under various heads are thoroughly checked by verifying the bills and vouchers.

Process of the external audit: The college accounts are audited by a chartered accountant on a regular basis in accordance with government regulations. The auditor confirms that all payments are properly authorized following the audit, and the report is given to management for approval.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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)	No File Uploaded

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

F.G.M. Govt College Adampur maintains and follows a well planned process for mobilization of funds and resources. The process involves various committees of the institute as well as the Department Heads and Bursar Office. Institute observes some specific rules and process for the usage of funds and resource utilization.

The student Tuition fee is the major source of income for the institute.

Accumulated fund is another major source.

Utilization of Funds: A finance committee has been constituted to monitor the optimum utilization of funds for various recurring and non-recurring expenses. The purchase committee seeks quotations from vendors for the purchase of equipment, computers, books etc. The quotation are scrutinized by the finance and purchase committee before a final decision is made considering parameters like pricing, quality, terms of service etc. The Principal, finance and purchase committee along with the Bursar ensure that the expenditure lies within the allocated and allotted budget. The college budget is prepared by the Principal and Department Heads. The institutional budget includes recurring expenses such as salary, electricity and internet charges, stationary and other maintenance costs as well as planned expenses such purchase of lab equipment and furniture and other developmental expenses.

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

IQAC is one of the major policy making and implementing unit of the institute. It strives hard to upgrade the college supporting facilities to meet the growing needs of the students and standards of higher education. It assesses and makes practical suggestions to improve the parameters of quality education.

IQAC committee collects academic plan for the session which includes publication, extension activity, collaboration, innovative and best practices, assignment, ICT based activity, student competition, seminar and workshop to ensure better performance. As all activities are submitted or filled in AQAR for NAAC purpose, all departments and committees have been constantly improving their curricular performance and using innovative co-curricular and extra-curricular activities to better their performance.

IQAC always encourages teachers to utilize these tools in classroom teaching and laboratories. The IQAC has advised the administration to enrich ICT infrastructure of the institute by purchasing advanced ICT tools, broadband internet Wi-fi facility, Google apps, Video conference, use of e-mail, handling ICT instrument etc. The educational use of social media via Whatsapp Mentor group has also been utilized to establish better communication with the students. In teaching and learning, feedback system has been implemented to review the reliability and uses of ICT facilities.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](View%20File)

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

The IQAC continuously reviews and takes steps to improve the quality of the teaching learning process. The Academic Calendar of Guru Jambheshwar University is followed by the college, displayed and circulated in the institute.

Admission to various programmes, summer, winter and mid-term

vacations, examination schedule and declaration of results are notified in the Academic Calendar.

All newly admitted students have to compulsorily attend the Orientation Programme, in which they are made aware of Education system of college/university, the teaching learning process, the system of continuous evaluation, compulsory core courses, various cocurricular activities, discipline and culture of the college. All students are also given a guided tour of the campus and the various facilities like sports, stipends, scholarships, bus pass etc. Students are apprised of the Time-Table, Programme structure, syllabi of the courses before the semester commences. Principal and the Discipline Committee members make random visits to ensure smooth functioning of classes. Proctorial duty for Discipline also assigned. Feedback from students is also taken individually by teachers in mentor classes. Feedback is properly analysed. The teaching learning processes are reviewed, and improvements implemented based on the IQAC recommendations.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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)	B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

Workshops and Seminars: InstituteConduct gender sensitization workshops for students, faculty, and staff to address biases,and gender-based discrimination.

- Guest Lectures: Invite experts and activists to speak on gender equality, women's rights, and inclusivity.
- Campaigns: Launch campus-wide campaigns to promote gender equity, such as "HeForShe," women's empowerment initiatives, or International Women's Day celebrations.
- Equal Access Facilities: Ensure adequate infrastructure, such as separate common room.
- Safety Measures: Install CCTV cameras, adequate lighting, and safety mechanisms across the campus.
- Anti-Sexual Harassment Committee: Establish or strengthen the Internal Complaints Committee (ICC) to handle gender-based grievances effectively.
- Equal Opportunity Policy: Draft and implement policies ensuring no discrimination based on gender in admissions, recruitment, or promotions.
- Workshops for Women Empowerment: Conduct sessions on leadership, entrepreneurship, self-defense, and financial literacy for female students and staff.
- Mentorship Programs: Encourage female role models and mentors to guide students and young professionals in career and personal development.
- Leadership Opportunities: Promote equal representation of genders in student councils, committees, and other leadership roles.

- **Community Programs: Conduct awareness drives and workshops in nearby communities to address gender issues and promote equity.**
- **Feedback Mechanisms: Use surveys and focus groups to gather insights from students and staff about gender-related issues on campus.**

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	**Nil**

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	[View File](#)
Any other relevant information	[View File](#)

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

Different types of wastes disposed in the college for which there is a proper system functioning. The following wastes are being disposed by the college: Solid Waste Management-College has a place on its campus where the solid wastes materials are disposed.The college manages its solid waste management system. However, there does not exist more waste from college. Liquid Waste Management- The waste water from laboratories specially Chemistry Lab is carried out through the waste pipes. Biomedical Waste Management- There is no biomedical waste management system in the college. E-waste

Management- There is no e-waste management system in the college. Waste recycling system- There is no system of Waste recycling in the college.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	View File

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 | **A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

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 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	E. None of the above

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

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

diversities (within 200 words).

The institution is committed to fostering an inclusive environment that promotes tolerance and harmony among diverse cultural, regional, linguistic, communal, and socioeconomic backgrounds. Several initiatives are undertaken to celebrate diversity and encourage inclusivity:

1. Cultural Events: Annual cultural festivals, ethnic days, and regional celebrations are organized to showcase and appreciate the rich diversity of students and staff, fostering mutual respect and understanding.
2. Language and Cultural Clubs: Dedicated clubs promote linguistic and cultural exchange, encouraging students to learn new languages, appreciate different traditions, and embrace diversity.
3. Workshops and Seminars: Regular sensitization workshops and seminars on topics like communal harmony, inclusion, and tolerance are held to address biases and promote understanding.
4. Equal Opportunity Policies: The institution upholds policies ensuring non-discrimination in admissions, employment, and campus activities, providing equal opportunities for all.
5. Scholarships and Support Programs: Financial aid and mentoring support are offered to economically weaker sections, enabling their active participation in academics and extracurricular activities.
6. Counseling and Support: A dedicated counseling cell addresses grievances and fosters a sense of belonging for individuals from diverse backgrounds.

By embracing diversity, the institution creates a harmonious environment that nurtures respect, inclusion, and unity among all stakeholders.

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

The sensitization of students and employees in an institution to constitutional obligations, including values, rights, duties, and responsibilities, is a vital component of fostering a responsible and well-informed citizenry. Here's a structured approach for such an initiative:Key Componets are as under -

a. Values

- Emphasize core constitutional values such as justice, liberty, equality, and fraternity.
- Promote ethical behaviour, integrity, and tolerance in daily interactions.

b. Rights

- Educate about fundamental rights like the right to equality, freedom, education, and protection under the law.
- Discuss the significance of rights in safeguarding individual freedoms and promoting social justice.

c. Duties

- Highlight fundamental duties such as respecting the Constitution, national symbols, and promoting harmony.
- Emphasize the importance of contributing to community well-being and protecting the environment.

d. Responsibilities

- Encourage participation in democratic processes like voting and civic engagement.
- Implementation Strategies
- Curriculum Integration
- Various activities were done under SVEEP
- Conduct regular sessions on civic education, human rights, and duties.
- Awareness Programs
- Organize seminars, workshops, and panel discussions featuring legal experts, activists, and educators.
- Celebrate Constitution Day (November 26th) with activities like debates, quizzes, and essay competitions.
- Outreach Activities
- Encourage students to engage in community service projects that align with constitutional duties.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**No File Uploaded**
Any other relevant information	View File

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	View File
Any other relevant information	View File

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

The institution actively celebrates and organizes various national and international commemorative days, events, and festivals to foster unity, cultural understanding, and awareness among students and staff. These events provide opportunities to reflect on significant historical, cultural, and social milestones while promoting a spirit of togetherness and learning.

1. **Republic Day (January 26): Flag hoisting, cultural programs, and patriotic speeches emphasize the importance of the Indian Constitution.**
2. **Independence Day (August 15): Celebrated with flag hoisting, parades, and student-led performances honoring India's freedom**

   struggle.
3. **Gandhi Jayanti (October 2):** Activities like cleanliness drives, peace marches, and discussions on Mahatma Gandhi's values of nonviolence and truth.
4. **Teachers' Day (September 5):** Recognizing the contributions of educators through special programs and student-organized events.
5. **Constitution Day (November 26):** Sessions and quizzes to educate participants on constitutional rights and duties.
6. **International Women's Day (March 8):** Workshops, seminars, and events celebrating women's achievements and advocating for gender equality.
7. **World Environment Day (June 5):** Tree planting, awareness drives, and discussions on sustainable practices
8. **International Yoga Day (June 21):** Mass yoga sessions to promote physical and mental well-being.
9. **Human Rights Day (December 10):** Activities and talks to raise awareness about human rights and inclusivity.

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.

Here is a description of two best practices successfully implemented by the institution, formatted according to the NAAC Manual:

Best Practice 1: Green Campus Initiative

1. Title of the Practice: Green Campus Initiative: Fostering Sustainability and Environmental Awareness

2. Objectives of the Practice:

- To promote environmental sustainability through eco-friendly practices.
- To reduce the institution's carbon footprint and create a

green and clean campus.

- To instill environmental awareness and responsibility among students and staff.

Best Practice 2: Inclusive Learning Environment Initiative

1. Title of the Practice: Promoting an Inclusive Learning Environment

2. Objectives of the Practice:

- To ensure equitable access to education for students from diverse backgrounds.
- To create a supportive environment for students with varied learning needs.
- To uphold the principles of inclusivity and diversity within the institution.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

The institution prioritizes holistic student development, blending academic excellence with ethical, cultural, and social values. Recognizing that education extends beyond academics, the institution emphasizes cultivating well-rounded individuals who contribute positively to society.

Key initiatives include the integration of value-based education into the curriculum and co-curricular activities. Regular sessions on ethics, leadership, and civic responsibility are conducted to instill integrity and social consciousness. Programs such as yoga and meditation promote mental well-being and resilience.

The institution also fosters leadership and teamwork through student clubs, community service projects, and participation in national and international competitions. Emphasis is placed on experiential learning via internships, industry collaborations, and research

opportunities, equipping students with practical skills for real-world challenges.

Diversity and inclusivity are upheld as core principles. Special initiatives support underprivileged and differently-abled students, ensuring equitable access to quality education. Students are encouraged to engage in cultural exchanges and interdisciplinary projects, nurturing global citizenship.

As a result, the institution has produced graduates who excel in their fields while embodying ethical and socially responsible behavior. The holistic approach has earned widespread recognition, positioning the institution as a leader in shaping future-ready, value-driven individuals.

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

Plan of Action for the Next Academic Year

1. Academic Excellence

  - Organize faculty development programs for advanced pedagogical techniques and research skills.

2. Research and Innovation

  - Encourage facultyto publish in high-impact journals.
  - Enhance collaborations with industries and academic institutions for joint research projects.

3. Infrastructure Development

  - Upgrade classrooms to smart classrooms with advanced multimedia facilities.
  - Expand library resources, including e-books and subscriptions to global journals.

4. Sustainability Initiatives

- Expand rainwater harvesting systems and green landscaping projects.
- Conduct workshops on sustainability and eco-friendly practices.

5. Inclusivity and Outreach

- Strengthen scholarships and financial aid for economically weaker students.
- Foster inclusivity through cultural exchange programs and sensitization workshops.

6. Student Development

- Organize industry visits, internships, and career guidance sessions.
- Promote mental health through counseling services and well-being programs.

7. Digital Transformation

- Enhance the institution's online presence through updated websites and social media engagement.

8. Events and Collaborations

- Host national and international conferences, seminars, and workshops.
- Strengthen alumni networks for mentorship and professional growth opportunities.

9. Quality Assurance

- Conduct regular internal audits to ensure adherence to NAAC and other accreditation standards.

This comprehensive plan aims to elevate the institution's academic, research, and community engagement standards while fostering an inclusive, sustainable, and student-centric environment.