Yearly Status Report - 2017-2018

Part A	
Data of the Institution	
1. Name of the Institution	**K.M.GOVT.COLLEGE,NARWANA**
Name of the head of the Institution	**Dr. Jagbir Singh**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01684241385**
Mobile no.	**9416573958**
Registered Email	**gc.narwana@gmail.com**
Alternate Email	**gc_narwanarediff@gmail.com**
Address	**Patiyala road Narwana Distt. Jind Haryana**
City/Town	**Narwana**
State/UT	**Haryana**
Pincode	**126116**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Krishan Kumar**
Phone no/Alternate Phone no.	**01684241385**
Mobile no.	**9416108134**
Registered Email	**gc.narwana@gmail.com**
Alternate Email	**gc_narwana@rediffmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://kmgcnarwana.org/

4. Whether Academic Calendar prepared during the year	**No**

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
No Data Entered/Not Applicable!!!					

6. Date of Establishment of IQAC	**07-Oct-2013**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
No Data Entered/Not Applicable!!!		
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	No
Upload latest notification of formation of IQAC	No Files Uploaded !!!
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	No
Upload the minutes of meeting and action taken report	No Files Uploaded !!!
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

Secreting of the document of the teacher for API Process of online Assessment has learn started Attached workshop on Digital learning by these teacher

No Files Uploaded !!!

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

Plan of Action	Achivements/Outcomes
No Data Entered/Not Applicable!!!	
No Files Uploaded !!!	

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

17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Our is an institution which takes care of the mechanism for proper delivery of curriculum. For this purpose, we begin with the introduction of the academic calendar to the students and informing them about expected schedule of the teaching-learning activities. Beside it, the students are also award about the people number of teaching day, dates of internal examinations and co-curricular activities. An orientation program is organized to aware the newly admitted student about the plan and program of curricular as well as co-curricular activities. Some of the steps, taken by institution in this direction are as follows: * A college level meeting is held to discuss and prepare a master routine to be followed by different branches of the studies. The plan is then circulated to the various faculties. It is prepared for all generic courses; all programs as well as honors classes of arts, commerce and science departments. * Department-wise meeting are conducted and a plan is prepared to meet the objectives of the teaching -learning process in the given time span. Further the classes are allotted and the syllabus is distributed among the respective teachers. Students are informed about the teaching assignment of each teacher at the commencement of the session by the department. * Further the concerned teachers prepares their teaching plans based on the syllabus and lectures assigned to them. The plans is framed taking into consideration of the syllabus and direction of the university. * While delivery of planned syllabus the teacher adopts some of the smart and advanced methods of teaching. For this purpose, the services of smart class-rooms as well as language lab are utilized. * For qualitative improvement, the learning level of he students is judged through some of the class tests/surprise tests held during the session. On the basis above tests, the required change in the teaching activities is done, so that students can get the maximum benefit of the teaching-learning process. * The knowledge of the students is also enriched by their exposures to the concerned fields. For this purpose, the student of various departments are taken to field tours. * The students of the post-graduate courses are encouraged to handle seminars, assignments and dissertations to develop research aptitude for their further research studies.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

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

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
[View File](#)		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	**0**	**0**

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Nil	**30/06/2018**	**0**
[View File](#)		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	**Field project report**	**21**
BTTM	**Field trip report**	**18**
BTTM	**On the job training report**	**20**
BA	**Geography- Socio Economic survey**	**80**
[View File](#)		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	No

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

Feedback Obtained

The basic aim of the institution is to provide quality education. For this, the thorough plan is prepared at the beginning of each academic session. Further, to make an improvement a system of proper feedback is always necessary. The institution is always concerned in this matter. Sometimes students satisfaction survey is held by the institution. During this process many useful suggestions are received from the students. The suggestions are analyzed and necessary steps are taken to bring the improvement by the institution collectively. The other source of feedback is the teaching and non teaching staff of the college. Though it is a kind of informal source of feedback yet provides many necessary suggestions which further help to bring the favorable improvement in the teaching learning system. Besides it, Anti-Ragging committee also plays an

eminent role in this direction. The members of the committee take an informal round of the college premises and held a discussion with the students and try to gather information regarding any unrequited activity related to the ragging of the students. the members of the committee try to counsel the students not to involve in such activities. Any of the information in this field is taken seriously and strick action is taken to avoid such kind of incidents. Internal complaint committee also is a helpful hand in this scenario. Complaint Suggestion boxes are installed at different places of college building. Students are free to provide their suggestion as well as complaint through these boxes. Time to time, the boxes are opened and the gathered complaints and suggestion are analyzed. After analyses the necessary and required measures are adopted to handle the situation. Women cell is also eminent part of the institution in this task. The cell organizes different activities to get the participation of the students. It also provides a chance to gather feedback of the students participants regarding improvement of the academic atmosphere of the institution. They express themselves formally as well as informally on these occasions. The Cell uses the feedback to bring a positive chance in Overall development of the college. Some of the suggestion received through different channels is as the requirements of beautification of the premises, extra furniture for the students, maintenance of the play ground, water coolers, seating desks in the parks, dustbins, lab equipment. The college authority tried to fulfill their requirements up to optimum level.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Arts	621	2310	568
BSc	Non Medical	240	408	223
BSc	Medical	80	190	87
BCom	General	176	180	161
BCom	TPP Vocational	40	40	36
BCA	Computer	40	40	30
BBA	Business Administration	40	45	40
BTTM	Tourism Management	60	65	60
MA	English	60	60	53
MA	Political Science	60	50	41
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2.2 – Catering to Student Diversity

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

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

			courses	courses	
2017	3073	128	66	10	10

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
76	35	7	4	4	1
View File of ICT Tools and resources					
No file uploaded.					

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

To ensure quality education the student are educated through some of the innovative manners. In this process, tutorial classes are held. This system is running very smoothly in the college. In this process, students discuss with their respective teachers on various issues related to their academic problems and other matters. in this process group discussion are also conducted. Student come to teacher mentor them and help them to out the issues and obstacles in the achievement of their targets . This is collective and participative approach in which both students and teacher sits together to make a plan for the bright and successful future.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3201	76	1:42

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
70	76	0	8	6

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2017	Nil	Associate Professor	Nil
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	Arts	Semester	29/04/2018	16/07/2018
BSc	Non Medical	semester	29/04/2018	16/07/2018

BSc	Medical	semester	29/04/2018	16/07/2018
BCom	Commerce	Semester	29/04/2018	16/07/2018
BCA	Computer	Semester	29/04/2018	16/04/2018
BBA	Business Administration	Semester	29/04/2018	16/07/2018
BTTM	Tourism Management	Semester	29/04/2018	16/07/2018
MA	Political Science	Semester	29/04/2018	16/07/2018
MA	English	Semester	29/04/2018	16/07/2018
View File				

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

Continuous evaluation is very much necessary for the improvement in the teaching-learning process. The concerned university has prepared guidelines for te internal evaluation of the students. The institution too instigates some of the reforms in this process. The faculty of science organize frequent visits of the students of the college campus and adjoining areas to test knowledge of the students regarding flora and fauna. Besides it, the sample are collected for experimental studies, e.g. samples of the flower are collected to studies their anatomy. Similarly soil samples are use to study various physio-chemical parameters. Times to time, different assignment are given to the students to improve the presentation skills. In addition it, grouped discussions are held among the students of concerned classes for their continuous evaluation. The faculty of Art and Commerce too, take some initiative to reform the internal evaluation system in this filled the teachers conduct occasional class tests to judge in the learning level of the students. Many a time, Group discussions are also held to analyze their participative skill. The assignments are given to different topic to evaluate their progress.

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

The institution follows the academic calendar prepared by the concerned University. The students are informed about the university calendar by displaying it on the notice board. In addition to it, the copy of calendar is circulated to the various departments, so that the student can be informed about the schedule of the university examinations. As per the calendar of the university examination are conducted at the end of each semester. Generally, the examinations for the odd semester are conducted in the month of November December of the year. Similarly, the examinations for the even semester are conducted in the months of April and May of the year. The students are time to time, informed about the notices and circulars of the university through the notice board as well as verbally through the faculty members of concerned departments. Besides it, tests to evaluate the progress of the students are also conducted by the concerned faculty.

2.6 – Student Performance and Learning Outcomes

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

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

Programme	Programme	Programme	Number of	Number of	Pass Percentage

Code	Name	Specialization	students appeared in the final year examination	students passed in final year examination	
Arts	BA	Arts	399	132	33.08
Non Medical	BSc	Non Medical	174	74	42.52
Medical	BSc	Medical	72	30	40.27
Commerce	BCom	General	147	58	39.45
Commerce	BCom	TPP	33	16	48.48
Business Administration	BBA	Business Administration	20	5	25
Tourism Management	BTTM	Tourism Management	21	3	14.28
Computer	BCA	Computer	12	2	16.66
Political science	MA	Political science	19	3	15.78
Master of Arts	MA	English	12	3	25

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2.7 – Student Satisfaction Survey

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

Nil

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	0	Nil	0	0
Minor Projects	0	Nil	0	0
Interdisciplinary Projects	0	Nil	0	0
Industry sponsored Projects	0	Nil	0	0
Projects sponsored by the University	0	Nil	0	0
Students Research Projects (Other than compulsory by the	0	Nil	0	0

University)				
International Projects	0	Nil	0	0
Any Other (Specify)	0	Nil	0	0

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Nil	Nil	28/06/2018

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	28/06/2018	Nil

View File

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	28/06/2018

View File

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Economics	1	5.23

View File

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

Department	Number of Publication
Nil	0

View File

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as	Number of citations

					mentioned in the publication	excluding self citation
Nil	Nil	Nil	2018	0	Nil	0

View File

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	2018	0	0	Nil

View File

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	2	0	0
Presented papers	0	13	0	0
Presented papers	1	0	0	0

View File

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Swach Bharat Rally	NSS K.M. Govt. College Narwana	4	280
26 January parade	NCC K.M. Govt. College Narwana	1	37
Tree plantation drive at campus	NSS K.M. Govt. College Narwana	4	100
Awareness rally on blood donation	NSS Red Cross K.M. Govt. College Narwana	4	230
Celebration on Dheen Dhayal Upadhay day	NSS K.M. Govt. College Narwana	5	310
Pledge on non violence day	NSS K.M. Govt. College Narwana	2	400
UNO Day celebration	NSS K.M. Govt. College Narwana	4	200
Oth Of National unity day	NSS K.M. Govt. College Narwana	2	100
Awareness rally on corruption	NSS K.M. Govt. College Narwana	5	200

Awareness on road safety	NSS K.M. Govt. College Narwana	2	400
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	Nil	Nil	0
View File			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Summer Internship Programme	NSS Red Ribbon K.M. Govt. College Narwana	Social Awareness programme	1	135
Swatch bharat Swachch bharat Awareness Rally	NSS K.M. Govt. College Narwana	Social Awareness programme	5	200
Tree Plantation Drive	NSS K.M. Govt. College Narwana	Environmental protection Programme	5	100
Blood Donation Camp	NSS K.M. Govt. College Narwana	Health Awareness Programme	7	190
Smogging	NSS K.M. Govt. College Narwana	Social awareness programme	4	50
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Induction training programme	4	College/HRDC	5
Orientation programme	3	College/HRDC	28
Refresher course	1	College/HRDC	21
View File			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab	Duration From	Duration To	Participant

		with contact details			
Nil	Nil	Nil	01/07/2017	28/06/2018	0

View File

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	28/06/2018	Nil	0

View File

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
70.94	70.94

4.1.2 – Details of augmentation in infrastructure facilities during the year

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

View File

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL 2.0	Fully	2.0	1996

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	38658	1617747	236	51243	38894	1668990
Reference	390	59033	31	18765	421	77798

Books					

View File

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	30/06/2018

View File

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	128	4	10	0	0	15	18	2	0
Added	0	0	0	0	0	0	0	0	0
Total	128	4	10	0	0	15	18	2	0

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

2 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nil

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
49.12	49.12	41.81	41.81

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

Before purchasing of equipment from any fund it is ensured that maintenance installation charges are provided by the company which delivered the equipment. Such clause is inserted in the work order of the equipment. Construction maintenance repairing of class rooms other buildings of K.M. Govt. College is done by PWD Social Sector PWD electrical Govt. of Haryana. Grants which college receives form the higher education dept. haryana is used in purchasing of Different items which include chemicals, glassware , sports item journals, books equipment also used in Maintenance of Physical infrastructure such as telephone services, office expenses , travelling allowance etc. Fund received form RUSA scheme has been utilized for upgradation and repairing of existing laboratories, other existing infrastructure and purchasing of some equipment.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	0	0
Financial Support from Other Sources			
a) National	Nil	0	0
b)International	NIl0	0	0
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Nil	0	0	Nill	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme

enrolling into higher education				admitted to
No Data Entered/Not Applicable !!!				
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Boxing	KUK Inter college	2
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	Gold Medal	National	0	0	0552	Kamal Kumar
2017	Gold Medal	National	0	0	10268	Pardeep Kumar
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student participation is always welcomed in the college. The students actively participate in various academic and administrative affairs of the college. Their role starts form the very first activity of the admission of the students. At this point, they help the students through Student Help Desk. They guide the students about the admission process, category wise availability of seats in different streams and course. In addition to it, they help them in the selection of optional subjects and their scopes in the coming future. They also help the newcomers in gathering the information about fee structure, fee concession, and various types of scholarship etc. Students role is very eminent in the arrangement and organization of different programs and events of the college. The students of this college always come foreword of offer their contribution in the promotion of healthy academic environment. They contribute to reduce the environment pollution through tree plantation in the college premises. They also contribute a lot in the Swattch Abhiyaan. In this manner, they help to encourage the students to keep the premises of the college neat and clean. The students of the college give their lively presentation in the proper conduct of construction work in the college. Through construction committee, they help in smooth functioning of the construction activities by giving their valuable suggestions. Their suggestions are very much helpful and useful for achieving the best quality in the completion of the completion of the proposed construction work. The students prove themselves as a hand in the arrangement and organization of cultural programs in the college. In this event, the volunteers of NSS contribute a lot. They help in the maintenance of

discipline and overall arrangement of the program. Similarly, the organization of Blood Donation Camp is also always very successful with their valuable efforts. They help in the encouragement of the students to participate in the camp. Athene Meet is also incomplete without their active support. In the arrangement as well as participation in the event, They play their incomparable role. They help to make different types arrangement during this event to make it incident. They help in the arrangements of necessary tools of different event for the participants.. They also help in the promotion of enthusiasm of the players.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No Data Entered/Not Applicable !!!

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Nil

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The institution practices decentralized and participative management. Response:- The institution practices decentralization and participative management. The decisions and policies are discussed collectively but the responsibility of implementation is distributed to one and all from higher to lowest according to their departments and profile. The principal conveys the direction, instruction and plans to faculty members in meeting held with staff members. Duties regarding various administrative academic and others are allocated to faculty members equally. Various committees are formed like: Timetable committee, Admission committee, Red Ribbon Club, Women Cell, Sexual Harassment Committee, Discipline Committee and many others for smooth and effective working and well management. The individual as well as the committee is responsible and answerable for every duty. They are conferred upon Principal held meeting with staff members to discuss the plan of action taken and to ask about their reports of execution and implementation. All the academic activities are decentralized and decision is taken based on discussion in meeting with the Principal. Participative management provides extension scope for having collaboration among various departments for implementation of the activities in the college uniformly and as a team.

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

No

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	The core concern of college is to attain and sustain quality teaching and learning so that our students are confident and capable after completing their course. For an effective curriculum delivery various teaching aids methods viz. lesson plans , assignment and sessional tests are carried out.
Teaching and Learning	The teaching faculty competently teaches the prescribed curriculum, learning is supported by encouraging students to ask questions in class rooms, group discussion and tests at regular intervals.
Examination and Evaluation	Examination and Evaluation are carried as per the guidelines and rules issued by KUK The external examinations are conducted by the university per semester. Students fill their examination forms with the help of faculty members. The center of examination is our college. University send question papers and answer sheets. External and internal staff is appointed for supervision. Practical exam are conducted in our college as per University guidelines. Teachers evaluate students on the basis of class attendance, class performance, presentation and assignment work performance and on the basis of these assessment marks are awarded to students
Research and Development	To make it mandatory for all teachers at least two papers in an academic year should be published in peer reviewed journals. It also mandatory for all teachers to attend orientation and refresher courses in their perspective year.
Library, ICT and Physical Infrastructure / Instrumentation	The required up gradation and moderation has been done as required
Human Resource Management	Students are encouraged to participate in seminars, field tours, quiz, debate etc. to increase their skill and experience. Faculty members are encouraged to participate in trainings, workshops and staff development programmes.
Industry Interaction / Collaboration	Job fair was organised : Six companies visited: Bajaj Motors, Ekansh Motors Pvt. Ltd., Maruti Sujuki, LR Hyundai, Aggarwal Films and Febro India

	Indusries. 15 Studens were selected.
Admission of Students	For the admission the students have to apply online. The college website displays all the courses and number of seats in each course along with reservation policy for all the categories as per DGHE directive. The merit lists are prepared and displayed by the DGHE office, Panchkula. The admission committee of our college strictly follows the rules and regulations of DGHE. After physical verification of documents of students, a merit list of eligible candidates again displayed. The students are provided with the information relating to admission to via college website. Post admission, the students are assisted if they wish to change the subjects. A two day induction programme is conducted for all the new comers to acquaint them with college rules, regulations and facilities . Antiragging policy is implemented in letter and spirit with the active involvement of students.

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

E-governace area	Details
Planning and Development	Implementation of ELearning labs. Teaching and learning are conducted through powerpoint presentation and videos
Administration	The library and offices are fully automated. The service book record is online. Biometric attendance system is also operated in the college.
Finance and Accounts	The salary and allowance of the staff is transfer through digital and electronic system.
Student Admission and Support	Applications are submitted for admission to different courses through the online admission portal. Merit list is prepared and uploaded by fully computerized system. Online counselling is scheduled based on the merit list of candidates email IDs and contact number of all members of antiragging committee have been uploaded.
Examination	Faculty members of the college perform their examination and evaluation duties as appointed by university.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017	Nil	Nil	0	0

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	Nil	Nil	01/07/2017	30/06/2018	0	0

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation courses	2	07/06/2018	04/07/2018	28
Orientation courses	1	20/11/2017	16/12/2017	28
Refresher course	1	24/10/2017	13/11/2017	21
Short Term courses	2	21/05/2018	25/05/2018	05
Short Term course	2	07/05/2018	11/05/2018	05

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
31	31	16	8

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Provision of loan for vehicle/marriage	provision of loan for vehicle/marriage/food grain	Fee concession, Provision for payment of fees in installments for needy students

6.4 – Financial Management and Resource Mobilization

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

Internal financial audit is conducted by college Bursar. External financial audit is conducted by Accountants General (AG), Director Local Fund Government of Haryana.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No	0	0

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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

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

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

No

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

No

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

1. ICT should be increased in teaching: Computer aided methods are now used by majority of teaching staff. 2. The college should have smart class rooms.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Slogan writing, rangali, computation Beti Bachao Beti Padhao	28/10/2017	02/11/2017	32	30
Slogan writing, rangali, computation Mahila Sasktikaran	28/10/2017	02/11/2017	28	29
Slogan writing, rangali, computation Kamkaji mahilayon ki satithi	28/10/2017	02/11/2017	31	30
Health camp	22/02/2018	22/02/2018	300	0

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

Percentage of power requirement of the University met by the renewable energy sources
Nil

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	19

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	0	1	04/08/2017	11	swachchta abhiyan and antry plantation	importance of tree plantation	105
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Swachchta abhiyan	04/08/2017	15/08/2017	105
Awareness programme on Rakkatdan Mahadan	11/10/2017	11/10/2017	70

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

1. Swahchchta programme 2. Tree Plantation drive 3. Rally by Swachchta sanani team 4. Word water day celebrated 5. World environment day celebrated 6. Swachchta Bhatat Summer Internship

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

One of the best practices adopted by the institution is Blood Donation Campus which was organized during the current academic session. For this purpose, the student was encouraged by telling them the importance and necessity of blood donation. As a result, a large number of students came forward to donate the blood. The institution contacted the health Department after successful organization of the camp. Another best practice followed by the institution is the Tree Plantation program. As it is the need of the time so we took initiative in this direction. Different types of plants were brought and planted with the help and support of the teachers as well as the students. In this way, we were successful to create a Eco-friendly and healthy environment.

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

https://www.test.com

7.3 – Institutional Distinctiveness

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

Our Vision : Self reliant, self sufficing and self respecting for the society facing reformation Education for the youth advancing toward the world leader nation India Education for all the eradicate social ills Our Mission: To provide a platform to students by giving them opportunity to face the challenges of the competitive world with almost utilization of their potential in academic programme sports and other events.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

A Meeting of college IQAC was held in the Principal office on 17-07-2015 with the Sh. Jagbir Singh Principal in the chair. The following plan were made in the meeting:- 1. It was checked out that whether the decisions which were taken in the session 2014-2015 have completed or not in time and found that all the tasks were completed in the given time. 2. In this session it has decided that a new Arts block of 12 rooms will be constructed out of govt. grant. 3. Due to increase in the strength of the students two water cooler will be purchased. 4. College canteen will be repaired. 5. It was decided that the Academic tour of Boys Girls students will be conducted by the college separately.