

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

AQAR for the year (for example 2013-14)

2013-14

I. Details of the Institution

1.1 Name of the Institution

Government College Sector-1
Panchkula

1.2 Address Line 1

Principal Government College

Address Line 2

Sector-1

City/Town

Panchkula

State

Haryana

Pin Code

134109

Institution e-mail address

gc1_panchkula@yahoo.co.in

Contact Nos.

0172-2560076

Name of the Head of the Institution:

DR. S.P. SINGH

Tel. No. with STD Code:

0172-2560076

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	70.05	2003	2008
2	2 nd Cycle	B	2.20	2014	Upto Feb 20, 2019
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 2012-13 (DD/MM/YYYY)4
 ii. AQAR _____ (DD/MM/YYYY)
 iii. AQAR _____ (DD/MM/YYYY)
 iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Computers and Mass Communication

1.11 Name of the Affiliating University (for the Colleges)

Kurukshetra University
Kurukshetra

1.12 Special status conferred by Central / **State Government**-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	<input type="text" value="-----"/>		
University with Potential for Excellence	<input type="text" value="-----"/>	UGC-CPE	<input type="text" value="-----"/>
DST Star Scheme	<input type="text" value="-----"/>	UGC-CE	<input type="text" value="-----"/>
UGC-Special Assistance Programme	<input type="text" value="-----"/>	DST-FIST	<input type="text" value="-----"/>
UGC-Innovative PG programmes	<input type="text" value="-----"/>	Any other (<i>Specify</i>)	<input type="text" value="College with Potential for Excellence by State Govt."/>
UGC-COP Programmes	<input type="text" value="-----"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="08"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="02"/>
2.4 No. of Management representatives	<input type="text" value="0"/>
2.5 No. of Alumni	<input type="text" value="02"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="02"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="0"/>
2.8 No. of other External Experts	<input type="text" value="02"/>
2.9 Total No. of members	<input type="text" value="18"/>
2.10 No. of IQAC meetings held	<input type="text" value="04"/>

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Acted as an inspirational force for the institution.
- Finalizing reports and monitoring all annual activities.
- Acts as the backbone for all college activities.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. Smart Class rooms. 2. Internet facility for students and faculty. 3. CCTV cameras to be installed for security.	1. Three Smart classrooms were made functional 2. Internet facility provided in all the Departments and Library. 3. 16 CCTV Cameras were installed at various places in college campus.

* Attach the Academic Calendar of the year as **Annexure-I**

2.15 Whether the AQAR was placed in statutory body Yes No
 Management Syndicate Any other body

Provide the details of the action taken

College Council approved & executed all the plans which were put up by the IQAC.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-----	-----	-----	-----
PG	05	-----	-----	-----
UG	06	-----	-----	-----
PG Diploma	01	-----	-----	-----
Advanced Diploma				
Diploma				
Certificate				
Others	B.P.Ed			
Total				
Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	11(UG & PG)
Trimester	-----
Annual	02 (B.P.Ed & PGDCA)

1.3 Feedback from stakeholders*
(On all aspects)

Alumni Parents Employers Students

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure- II*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Yes, to make it more relevant to global context (revision of syllabi is done by the affiliating University).

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
89	48	41	-----	-----

2.2 No. of permanent faculty with Ph.D.

27

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
----	08	----	----	----	----	----	----	----	----

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest Faculties: 02		
------------------------	--	--

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	04	13	-----
Presented papers	03	09	-----
Resource Persons	-----	-----	-----

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Audio-Visual Aids & LCD Projectors.
- Use of Smart Boards.
- Wi-Fi facility for Teachers & Students.
- Use of Charts.
- Use of Inspirational Films
- Use of Computer Softwares.
- Use of Extension Lectures by eminent personalities.
- Field visits & Community Service.
- Use of new methodology in teaching as, Group Discussions.

2.7 Total No. of actual teaching days during this academic year 180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) Yes; Use of secret codes for evaluation & result preparation executed by the University

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 09

2.10 Average percentage of attendance of students 75%

2.11 Course/Programme wise distribution of pass percentage: **Annexure-III**

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	214	.47	3.74	7.01	1.87	13.84
BCOM	208	-	6.73	10.58	2.40	19.71
BSc NM	77	1.30	10.39	6.49	-	18.18
BSc Med	21	9.52	14.28	14.28	-	38.09
BBA	38	-	-	5.26	-	5.26
BCA	39	-	2.56	2.56	-	5.13
BMC	20	5	25	5	-	35
BPEd	41	48.78	21.95	4.88	-	75.61
PGDCA	39	2.56	7.69	-	-	10.25
MCom	50	-	22	6	-	28
MA Psy	20	15	25	40	5	8.50
MA Pol.Sc.27	27	-	7.41	25.92	3.70	37.40
MA Eng	27	-	7.40	18.51	11.11	37.4
MA History	31 (I)	---0	0	0	0	-

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

- IQAC conducts monthly meetings with the HOD of the different subjects to take suggestions.
- IQAC also conducts meetings with the convenors and members of different committees and tries to remove the obstacles if any from their day to day functioning.
- It tries to incorporate the suggestions given by HOD's and convenors of different college committees.
- Feedback of the programmes implemented are also evaluated.
- Teaching & Learning Process is made student centric.

- Improvement in curriculum by introducing innovative practices.
- Emphasized Research based programmes.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	04
UGC – Faculty Improvement Programme	-----
HRD programmes	-----
Orientation programmes	02
Faculty exchange programme	-----
Staff training conducted by the university	01
Staff training conducted by other institutions	-----
Summer / Winter schools, Workshops, etc.	10
Others	-----

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	24	26	02	NIL
Technical Staff	NIL	NIL	NIL	NIL

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing / Promoting Research Climate in the institution

- College has a committee named “UGC proposal committee”.
- **Teachers are encouraged to attend seminars, conferences and workshops and also to publish papers in referred journals.**
- Motivating and guiding faculty to take minor and major projects.
- Provide academic support to faculty for persuing M.Phil, Ph.D & research publications.
- **Faculty encouraged to organize and attend important conferences & seminars.**
- Inter-disciplinary research is promoted between different departments & among faculty members.
- Motivates faculty and students to conduct extension activities to help society and making them aware of social responsibility by conducting talks.
- Conducting workshops and extension lectures.

3.2 Details regarding major projects ----- NIL

	Completed	Ongoing	Sanctioned	Submitted
Number	-----	-----	-----	-----
Outlay in Rs. Lakhs	-----	-----	-----	-----

3.3 Details regarding minor projects ---- NIL

	Completed	Ongoing	Sanctioned	Submitted
Number	-----	-----	-----	-----
Outlay in Rs. Lakhs	-----	-----	-----	-----

3.4 Details on research publications

	International	National	Others
Peer Review Journals	09	05	
Non-Peer Review Journals			
e-Journals		03	
Conference proceedings		02	

3.5 Details on Impact factor of publications: *Annexure-IV*

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations----- N. A.

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

[]

3.7 No. of books published i) With ISBN No. 02 (978-81-317-7316-1),
(978-81-92683-18-8) Chapters in Edited Books 07

ii) Without ISBN No. -----

3.8 No. of University Departments receiving funds from N. A.

UGC-SAP ---	CAS ---	DST-FIST ---
DPE ---		DBT Scheme/funds ---

3.9 For colleges

Autonomy ---	CPE ---	DBT Star Scheme ---
INSPIRE ---	CE ---	Any Other (specify) ---

3.10 Revenue generated through consultancy N. A.

Level	International	National	State	University	College
Number	-----	-----	-----	-----	-----
Sponsoring	-----	-----	-----	-----	-----

agencies					
----------	--	--	--	--	--

3.11 No. of conferences
organized by the Institution

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs : **N. A.**

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

N. A.

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
	-----	01	02	02	----	-----

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones) **N. A.**

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level	<input type="text" value="15"/>	State level	<input type="text" value="15"/>
National level	<input type="text" value="10"/>	International level	<input type="text" value="---"/>

3.22 No. of students participated in NCC events:

University level	<input type="text" value="30"/>	State level	<input type="text" value="30"/>
National level	<input type="text" value="15"/>	International level	<input type="text" value="---"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="---"/>	State level	<input type="text" value="---"/>
National level	<input type="text" value="---"/>	International level	<input type="text" value="---"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="10"/>	State level	<input type="text" value="10"/>
National level	<input type="text" value="07"/>	International level	<input type="text" value="01"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="10"/>	College forum	<input type="text" value="40"/>		
NCC	<input type="text" value="08"/>	NSS	<input type="text" value="10"/>	Any other	<input type="text" value="04"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- VISITS TO ADOPTED VILLAGE.
- NAAC- VISIT --- 30th ,31st Jan,& 1st Feb, 2014
- SPORTS MEET --- 6th , 7th Nov, 2014
- ANNUAL FUNCTION --- 23rd April 2014
- EDUCATIONAL EXCURSIONS --- Tour to Delhi (6th to 8th Nov. 2013), Rajasthan (22nd to 28th Feb2014), Renuka Lake (15th Feb 2014)
- HEALTH CAMP --- 14/03/2014
- AWARENESS PROGRAMMES --- Legal Awareness Seminar on 1st March 2014
- CLEANLINESS DRIVE --- From July 2013 to May 2014
- BLOOD DONATION CAMP --- In Oct 2013
- NSS --- Two 1day camps and one 7 days camp in Jan 2014.
- NCC --- CATC camp at Ambala City, Republic Day Parade.
- LEGAL LITERACY CELL --- Competitive college level function on 07/02/2014 at Govt. College Ambala.
- WOMEN CELL --- Seminar- 01/03/2014, Camps on 21/10/2013, 10/02/2014
- ALUMINI MEET --- 27/11/2013
- CULTURAL MEET --- 30th Jan 2014
- ECO CLUB --- Tree Plantation on 18/07/2013
- SUBJECT SOCIETIES --- Two activities per semester.
- CELEBRATION OF IMPORTANT DAY --- 5th Sept 2013- Teachers Day, 15th Aug 2013- Independence Day, 25th Jan 2014- National Voters Day, 26th Jan 2014- Republic Day,
- TALENT SHOW --- 18th Sept 2013
- SCIENCE EXHIBITION --- 25th Oct 2013

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	12.5 acres	-----	Govt. Funded	-----
Class rooms	39	-----	-----	-----
Laboratories	27	-----	-----	-----
Seminar Halls / Multi- Purpose Hall	01	-----	-----	-----
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	NIL	-----	-----	-----
Value of the equipment purchased during the year (Rs. in Lakhs)	NIL	-----	-----	-----
Others	-----	Gymnasium	Govt. Funded	

4.2 Computerization of administration and library

- College has its own website which gives on entire information of the college regarding courses offered, staff and activities etc.
- Introducing of E- Salary.
- Entire office is equipped with computers, printers, scanners & photo state machines.
- Internet facility is available in the office.
- Computerization of Administration done.
- Library automation is in progress.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	20,048	3,773,800	850	2,73,000	20,898	4,046,800
Reference Books	1005	5,27,500	95	27,000	1100	5,54,500
e-Books	----	-----	-----	-----	-----	-----
Journals	20	20,000	-----	-----	-----	20,000
e-Journals	----	-----	-----	-----	-----	-----
Digital Database	14,000	42,00,000	-----	-----	-----	42,00,000
CD & Video	----	-----	-----	-----	-----	-----
Others (specify)	----	-----	-----	-----	-----	-----

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	53	03	Yes	01	-----	Yes	Yes	-----
Added	-----	-----	Maintained	-----	-----	-----	-----	-----
Total	53	03	-----	-----	-----	-----	-----	-----

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- Teachers and Students take help of ICT resources in their curriculum.
- Students attend live telecast lectures in EDUSAT Room.
- We have internet & computer facility in all the Departments.
- Students are encouraged to prepare their assignments and projects regarding Science Exhibition through the use of computer & internet.
- We have two compulsory Computer Education Labs where all students are supposed to learn computer basics.
- We have one language Lab where knowledge of English Grammar and Communication Skill is imparted through computers.

4.6 Amount spent on maintenance in lakhs :

i) ICT	-----
ii) Campus Infrastructure and facilities	-----
iii) Equipments	50,000
iv) Others	1,50,000
Total :	2,00,000

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC contributed in enhancing awareness among students about various programmes and activities conducted by the college & affiliated university by displaying on various notice boards and college website.

5.2 Efforts made by the institution for tracking the progression

- Students' feedback.
- Various class tests conducted from time to time.
- Students are encouraged for group discussion.
- A suggestion box for students has been installed.
- Students' problems are tackled immediately.
- Lectures shortage committee actively informs about the attendance shortage.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2257	345	-----	94

(b) No. of students outside the state

189

(c) No. of international students

Men	No	%	Women	No	%
	----	----		----	----

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC/ST	SBC	OBC	Physically Challenged	Total
1714	464	---	623	02	2803	1376	520	35	757	04	2696

Demand ratio 5-10% Dropout % 5%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

N. A.

No. of students beneficiaries

NIL

5.5 No. of students qualified in these examinations

NET	05	SET/SLET	15	GATE	----	CAT	----
IAS/IPS etc	----	State PSC	----	UPSC	---	Others	----

5.6 Details of student counselling and career guidance

Our placement cell deserves a special mention for the constant effort to guide and provide job placement to the students.

- Seminar on 'Positive Thinking' was organised in the month of August, 2013.
- Placement Training of Final year students and P.G. students of various streams was conducted in G.C.G.-14 from 17 to 22/02/2014 and 93 students participated from our institution.
- Students of BCA & BMC participated in Job Fest held at M.C.M. D.A.V. College, Chandigarh in Feb, 2013.
- Training on Retail Management Skills Development in College Campus was conducted from third week of January to mid March, 2014. A test was also conducted in March, 2014.
- 32 students of BCA & BMC were provided scholarships by an N.G.O Shivalik Foundation in Nov, 2013. An amount of Rs 2000/- was given to each of the students.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
12	300	-----	50

5.8 Details of gender sensitization programmes

- Women cell has a separate room and is very active.
- Special programmes are organized for girl students.
- Eve teasing is strictly prohibited & very strict action is taken against this.
- A separate women section in college magazine, separate girls check up by lady doctors.
- Special washrooms for girl students in Arts, Science, & Commerce block.
- PNDD Seminar conducted on 15-09-2014 on “Women Health, Girl Child”.
- Legal awareness Seminar held on 01-03-2014.
- Talk on women Empowerment on “International Women’s Day”.
- Small Films screening on women related issues like female foeticide.
- A special girls common room with water cooler equipped with RO, neat & clean washroom has been arranged.
- A lady caretaker has also been arranged for girls common room.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level

50

National level

15

International level

05

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-----	-----
Financial support from government	367	4,40,000/-
Financial support from other sources	08	3,000/-
Number of students who received International/ National recognitions	-----	-----

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

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

Our Mission: To empower youth to transform challenges into opportunities. Shape their aspirations and long cherished dreams. Promote & develop balanced, harmonious, law abiding and concerned citizens. Enhance quality education and encourage creative exploration. Inculcate habit of thinking analytically and critically.

6.2 Does the Institution has a management Information System

Yes, we have established a website of our own. We have one more website of the Department of Higher Education.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- Curriculum Development is the prerogative of the affiliating University.
- Teachers of the college play an active role in the curriculum development as members of boards of studies.
- College council and Advisory committee along with the HOD's develop various strategies for effective implementation of the curriculum.
- All the teachers prepare a Teaching Plan at the onset of every semester.
- Tutorial meetings further help the students to work out the assignments and tests.

6.3.2 Teaching and Learning

- University Academic calendar is strictly followed.
- Teaching faculty is encouraged to attend various refresher/ orientation / short term courses from time to time.
- Educational tours & Inter- College competitions are a regular feature of the process.
- The faculty is encouraged to make class room teaching more & more interactive.
- Students are encouraged to make use of the library and internet resources for completing their semester assignments.

6.3.3 Examination and Evaluation

- Semester system is adopted for the examination which is conducted by Kurukshetra University, Kurukshetra.
 - The College follows the University guidelines in this regard. College is Nodal Centre for Spot Evaluation of papers.

6.3.4 Research and Development

- Faculty is motivated for writing research papers, books and articles through various seminars, and courses organised by University.
- College invites experts of various faculties to sensitize students & teachers.
- Faculty members are encouraged to submit proposals for major & minor research projects.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Computers are available in almost all Departments. Teachers liberally take help of ICT resources. There are 2- smart class- rooms which are ICT- enabled wherein smart boards are used along with computer OHP and internet to facilitate video & audio display which in turn is a good stimulus for assimilation by the students.
- English Language Lab caters to the need of students of all streams to enhance & polish their communication skills.
- EDUSAT Room where students attend live telecast of lecture related to their subjects & soft skill lectures to improve their communication skills.
- Physical Infrastructure: As it is a Govt. Institution, so State Government in the authority for the creation and enhancement of infrastructure.

6.3.6 Human Resource Management

- NSS & NCC students under-took community oriented activities e.g. medical camp, health, sanitation, AID's awareness.
- Red Ribbon Club
- Road Safety Club.
- Eco Club, Women Cell, Legal Literacy Cell.

6.3.7 Faculty and Staff recruitment

- Regular recruitment through HPSC. In case of shortage of staff & faculty, teachers are recruited on Extension lecture basis by the college.
- The entire recruitment is on merit and UGC/K.U. /DGHE rules are strictly adhered to.

6.3.8 Industry Interaction / Collaboration

- Students of M.Com, Bio-Tech and Industrial Microbiology visit industries as part of their curriculum.
- Educational tours to nearby industries.
- This will be the major thrust area in the coming years.

6.3.9 Admission of Students

- Admission process is fully transparent. Admission is based on merit and State Reservation Policy is followed.
- Online Admissions were also started along with manual process.

6.4 Welfare schemes for

Teaching	LTC, Medical re-imburement, leaves
Non teaching	LTC, Medical re-imburement leaves, uniform allowances, conveyance allowance.
Students	Scholarships, financial help from different organisation.

6.5 Total corpus fund generated

N. A.



6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Govt.	Yes	Bursar & C.A.
Administrative	Yes	Govt.	Yes	Bursar & C.A.

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- Staff is performing examination duties very actively & vigilantly as per directions of University Authorities.
- Cheating & copying is completely banned in G.C. Sec.-1, Panchkula.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

N. A.

6.11 Activities and support from the Alumni Association

- Lectures by Alumni.
- Suggestions for better canteen facilities and for display of notices at various Notice Boards.
- Two meetings were called.

6.12 Activities and support from the Parent – Teacher Association

- Two meetings were conducted.
- Suggestions and feedback from parents were invited and well incorporated.

6.13 Development programmes for support staff

- Medical facilities provided.
- Uniforms were provided.
- LTC was provided.
- A Few residential accommodations are available in college campus.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Entire college campus is green & Eco-Friendly and students are encouraged to conserve energy source.
- Maximum use of Natural Light.
- Maintenance of Rain water harvesting system.
- Installation of CFL's.
- Green- belt developed and each year Van-Mahotsav is celebrated.
- No agro-chemicals are used in gardens & lawns.
- Students are not allowed to bring cars/ 4 wheelers.
- Staff members also do car pooling to keep the environment pollution free.
- Lectures are arranged to encourage students to plant more trees and adopt eco-friendly behaviour.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Computerization of Office.
- Automation of Library started.
- Tutorial Groups.
- All records have been streamlined.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Agendas of Tutorial meet & Alumni were well implemented.
- Suggestions from various stake holders were well implemented.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- Installation and Usage of Smart Class Rooms.
- Fully functional Sexual Harassment and Violence against women cell.

**Provide the details in annexure (annexure need to be numbered as i, ii, iii)*

7.4 Contribution to environmental awareness / protection

- Subject of Environmental studies is compulsory for all U.G. students which inculcates Eco-Friendly behavior in students.
- Water Harvesting.
- Plantation drive- 'Van Mahotsav' is celebrated.
- Waste Management.
- Students & Teachers are encouraged to adopt Eco- Friendly behavior by organizing Seminars & Lectures.

7.5 Whether environmental audit was conducted?

Yes

No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strengths: Very good infrastructure facilities and peer friendly environment.

Sports and cultural departments are very good & we have national & international players.

Cordial relationship between students and teachers.

The College is the best in Haryana as far as sports department is concerned.

Proficient faculty.

Coverage of syllabus well in time.

Weakness: Lack of job- oriented courses.

Rural background of students.

Presence of too many colleges in Chandigarh.

Opportunities: Communication- skills to be improved.

Job- Oriented Programmes to be introduced.