

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 2014-15)

2016-17

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. Archana Mishra

Tel. No. with STD Code:

0172-2560076

Mobile:

07837099999

Name of the IQAC Co-ordinator:

Miss Rajni Bhalla

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 2013-14 (DD/MM/YYYY)4
- ii. AQAR 2014-15 (DD/MM/YYYY)
- iii. AQAR 2015-16 (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University	State	Central	Deemed	Private
Affiliated College	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>		
Constituent College	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>		
Autonomous college of UGC	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Regulatory Agency approved Institution (eg. AICTE, BCI, MCI, PCI, NCI)		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Type of Institution	Co-education <input checked="" type="checkbox"/>	Men <input type="checkbox"/>	Women <input type="checkbox"/>	
	Urban <input checked="" type="checkbox"/>	Rural <input type="checkbox"/>	Tribal <input type="checkbox"/>	
Financial Status	Grant-in-aid <input type="checkbox"/>	UGC 2(f) <input checked="" type="checkbox"/>	UGC 12B <input checked="" type="checkbox"/>	
	Grant-in-aid + Self Financing <input type="checkbox"/>	Totally Self-financing <input type="checkbox"/>		

1.10 Type of Faculty/Programme

Arts <input checked="" type="checkbox"/>	Science <input checked="" type="checkbox"/>	Commerce <input checked="" type="checkbox"/>	Law <input type="checkbox"/>	PEI (Phys Edu) <input checked="" type="checkbox"/>
TEI (Edu) <input type="checkbox"/>	Engineering <input type="checkbox"/>	Health Science <input type="checkbox"/>	Management <input type="checkbox"/>	
Others (Specify)	Computer Applications, 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	-----		
University with Potential for Excellence	-----	UGC-CPE	-----
DST Star Scheme	-----	UGC-CE	-----
UGC-Special Assistance Programme	-----	DST-FIST	-----
UGC-Innovative PG programmes	-----	Any other (Specify)	College with Potential for Excellence by State Govt.
UGC-COP Programmes	-----		

2. IQAC Composition and Activities

2.1 No. of Teachers	08		
2.2 No. of Administrative/Technical staff	02		
2.3 No. of students	01		
2.4 No. of Management representatives	01		
2.5 No. of Alumni	02		
2.6 No. of any other stakeholder and community representatives	01		
2.7 No. of Employers/ Industrialists	0		
2.8 No. of other External Experts	02		
2.9 Total No. of members	15		
2.10 No. of IQAC meetings held	01		
2.11 No. of meetings with various stakeholders:	No.	Faculty	
Non-Teaching Staff	01		
Students			
	Alumni	Others	01
	01		
2.12 Has IQAC received any funding from UGC during the year?	Yes	No	<input checked="" type="checkbox"/>
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.	0	International	
		National	
		State	
		Institution Level	2
(ii) Themes	Women Cell, Placement Cell, Computer, History, Road Safety, NSS, Microbiology etc.		

2.14 Significant Activities and contributions made by IQAC

- Acted as an inspirational force for the institution.
- Prepared finalization reports and monitoring all annual activities.
- Acted as a backbone for all college activities.
- Suggested to adopt nearby village.
- Started environment awareness drive and started Car free day and Car pool day.
- to enhance the moral and ethical values among the students.
- Conducted periodical meetings of HOD's and conveners to improve general academic atmosphere.
- Suggested utilisation of Land adjoining DC office for Plantation.

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. To inculcate ethical values in students	A new committee Quest was formed to arrange series of lectures/interaction sessions with eminent personalities for guiding students.
2. To improve cleanliness in college	Successful: improved habits of students by putting more dustbins
3. Regular HOD's meetings	Students attendance improved, lesson plans prepared by all faculty.
4. Growth of cultural activities	Our participation improved
5. Environmental stewardship	Car Pool and Car free day observed on monthly bases.
6. Extension of building and infrastructure	The new building for library started, strong room for betterment of examination centre created.

** 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 College Council

Provide the details of the action taken

The suggestion of IQAC was approved & was decided to be executed.

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	06	-----	-----	-----
UG	07	-----	-----	-----

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	13 (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.

Syllabi is revised by University by holding meetings, our faculty members become member of Board of studies time to time and also otherwise in seminars and meetings give concrete suggestions for the betterment of curriculum.

- 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
86	46	40	-----	-----

- 2.2 No. of permanent faculty with Ph.D.

31

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
02	-	----	----	----	----	----	----	----	----

2.4 No. of Guest and Visiting faculty and Temporary faculty

02 Guest Faculties	02	20
-----------------------	----	----

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	2	-
Presented papers	04	18	-
Resource Persons	0	01	01

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 Software's.
- Use of Extension Lecturers by eminent personalities.
- Field visits & Community Service.
- Use of Seminars, Group Discussions.
- Assignments and class tests
- Use of softwares for learning

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 for semester exams

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

05	1	1
----	---	---

2.10 Average percentage of attendance of students

75%

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

Result 2015-16 Pass%						
Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I%	II%	III%	Pass %
BA	380		1.84(7)	.26(1)		2.37(9)
B.Com	219		9.13(20)	1.83(4)		12.32(27)
BCA	46		19.6(9)	2.2(1)		21.7(10)
BMC	17	5.87(1)	35.2(6)			41.2(7)
B.Sc. Non Med	140		5(7)	0.7(1)		5.7(8)
B.Sc. Med	6	33.34(2)	66.67(4)			100(6)
M.A. Eng	26					7.7(2)
MA. Pol Sc.	19		36.9(7)	10.5(2)		47.36(9)
MA.Psycho	8		25(2)	12.5(1)		37.5(3)
MA. History	14		50(7)	35.7(5)		85.7(12)
PGDCA	28		46.42(13)	3.6(1)		50(14)
M.Com	60		53.33(32)	5(3)		58.33(35)
BPED	47		91.4(43)	4.2(2)		95.74(45)

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

- 1 IQAC conducted meetings with all the HODs wherein it was decided to prepare an activity calendar for every dept.
2. All the members of teaching staff prepare weekly / monthly teaching plan for monitoring the syllabi coverage
3. The IQAC contributes monitors and evaluates the Teaching & Learning processes by way of conducting periodical meetings with HODs, Students, parents & also by inviting suggestions through suggestion box . The outcomes of various proposals are recorded for improving the system and the overall academic environment.
4. Student members of the IQAC are encouraged to come out with their views and suggestions for the enhancement of quality of the institution.
- 5 Information about various Student Support Services is provide In the 'Student Assembly ' , during tutorial group meetings and is also available at the institution web portal.

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	25
HRD programmes	00
Orientation programmes	2
Faculty exchange programme	,
Staff training conducted by the university	00
Staff training conducted by other institutions	07
Summer / Winter schools, Workshops, etc.	2
Others	3

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	10	20	nil	19
Technical Staff	7	10	NIL	10

2.14 Significant Activities and contributions made by IQAC

1. Considered suggestions of stakeholders- parents & students and sent proposals for start of many new courses viz. BBA, M.Sc.Mathematics . M.Sc Computer Sc, Diploma course in Yoga, BA Hons. (Eng) , Diploma course in Mass Communication etc . However, the Govt. gave permission only for Diploma course in Mass Communication, BAHons. (Eng), Physical Education as an optional subject in BA .
2. Proposal to adopt a nearby village is in final stage.
3. Proposal to install ATM machine on college campus has been taken up on the demand from staff members.
4. A new Committee – Quest has been organizing interactive lectures/ talks to enhance the moral and ethical values among the students.
5. Quest has also worked to create Environmental awareness & sensitization. Every month , one day is observed as Car Pool Day /Car Free Day

6. Regular meetings of IQAC conducted for all Departments and committees.
7. Acted as an inspirational force for the institution.
8. Finalization reports and monitoring all annual activities.
9. Act as a backbone for all college activities.

Criterion – III

3. Research, Consultancy and Extension

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

- Sensitizes the teachers regarding all programmes and schemes offered by UGC under Faculty Development Programme.
- College has a Research Committee named “UGC Research Proposal Committee.”
- The Teachers are apprised of the various Research funding agencies other than the UGC.
- The teachers are encouraged to attend Seminars, Workshops, Orientation and Refresher Courses and Faculty Development Programmes.
- Seminars, Workshops, Conferences and Extension lectures are organized in the college for teachers as well as students.
- The teachers are encouraged to write good quality Research Papers and books and publish them in Referred Journals (National and International).
- Facilitates the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
- Arrangement is made for feedback response from students, parents and other stakeholders on quality-related institutional processes.
- Dissemination of information on various quality parameters of higher education.
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.
- Documentation of the various programmes/activities leading to quality improvement.
- Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices.
- Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality.
- Development of Quality Culture in the institution.
- Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC.

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	...01	nil	NIL
Non-Peer Review Journals	.. -	NIL	NIL
e-Journals	01	nil	NIL
Conference proceedings	NI	nil	NIL

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. Chapters in Edited Books

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

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	-----	8	1	-----	1
Sponsoring agencies	-----	RURA/Environment Society/ Higher Edu Haryana	RUSA	-----	-----

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
-	-----	-	-----	-----	-----	-----

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

NIL

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 -7 State level 12
National level --- International level NIL

3.22 No. of students participated in NCC events:

University level 30 State level 19
National level 10 International level nil

3.23 No. of Awards won in NSS:

University level 2 State level 3
National level - International level ---

3.24 No. of Awards won in NCC:

University level 01 State level 1-
National level 01 International level ---

3.25 No. of Extension activities organized

University forum --- College forum 24
NCC 04 NSS 8 Any other 03

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

Alumni Association

- Annual General Alumni Meet
- Alumni Meet of B Com - Batch of 1994

Cultural Committee

- Talent Search Competition
- Suranjani Utsav
- Facilitated staging of the play “Kathgodam Express”
- Educative Musical by Padmajit Sehrawat

Educational Tours

- **Adventure camps**
- **Tour to Amritsar and Vaghah border for girls**
-

Legal Literacy Cell

- State Level Legal Literacy Competitions were conducted
- Four Extension lectures on Legal Awareness were organized

Literary Society

- Poem Recitation Competition
- Workshop on Soft Skills for U.G. and P.G. students
- Quiz Competition on History of English Literature for P.G. students
- On-the-spot Preparation of Paper for Presentation by students of B A III and M A Final to enhance their coherent writing skills.
- Movie “Train to Pakistan” was shown to students of M A Final
- Career Guidance and Counselling Session with proper presentation on general and basic scope of Masters in English for students of B A III

NCC (Boys’ Unit and Girls’ Unit)

- Girl Cadets participated in ‘Run for Unity’
- Ten-Days Yoga Training Camp was held in the college preceding the International Yoga Day in which NCC cadets, from both schools and colleges of District Panchkula participated. Record of the event was forwarded for Guinness Book of World Records.
- NCC Boy’s Unit invited an alumnus Cadet to talk to the NCC Cadets regarding ‘Personality Development’

NSS (Boys’ Wing and Girls’ Wing) and Red Cross

- 200 NSS volunteers participated in One-Day NSS Camp in college
- Tree Plantation during Van-Mahotsava
- Poster-making and Slogan-writing Competition on the theme of “Voluntary Blood Donation in the college
- Blood Donation Camp in the college in which 100 units of blood was collected
- Seven-days NSS Camp
- Road Safety Quiz Competition
- Workshop on Traffic Rules and Road Safety

Placement and Career Guidance Cell

- Workshop on Career Guidance
- Seminar on Effective Communication
- “Start up India” Competition
- Four-day Career Guidance Workshop with Bull’s Eye Institute to boost the confidence and improve the personality, vocabulary and communication skills of students
- Participation in Regional Job Fest

Seminars and Workshops

- National Seminar organized jointly by the Department of Commerce and Economics
- National Seminar organized by the Department of Physical Education
- National Seminar on Environment organized by the Department of Sciences
- State Level Workshop on ‘Whole Brain Use’

Sports

- KUK Inter College Judo Championship (Men and Women)

- Higher Education sponsored Inter Collegiate Haryana State Boxing Tournament (Women)
- Higher Education sponsored Inter Collegiate Haryana State Judo Tournament (Men)
- Annual Athletic Meet
- National Seminar sponsored by Higher Education, Haryana, on ‘Modern Trends in Physical Education and Sports’

Science Society

- Science Exhibition
- Science Quiz

Women Cell

- Celebration of International Women’s Day
- Visit to Mahila Police station
- Cultural Programme on Indian costumes.

Institutional Responsibility

- Establishment of ‘**Quest: A Search for Harmony,**’ an initiative under Nation Building and Character Formation to inculcate moral and spiritual values amongst the teachers and the students. It organized 6 interactive sessions with eminent personalities on diverse topics like:
 - Professional Ethics
 - Environmental Issues
 - Stress Management
 - Mind Control
 - Teaching of Vivekananda
 - Nation and Youth
- Adoption of two villages – Nada Sahib and Moginand – for community service
 - Sensitized the villagers about ‘Beti Bachao, Beti Pado’ campaign
 - Created awareness amongst villagers about Cashless transactions
 -
- Observance of Vehicle Free Day on the occasion of World Health Day
- Observance of Car Pool Day once every month
- Convened the Morni Block and Panchkula District Meetings regarding the formulation of New Education Policy

- Road Safety Awareness Workshop organized by NSS
- Eco Club planted saplings of medicinal and herbal plants and spices
- Blood Donation Camp organized by NSS and Red Cross
- De-worming pills were given to the students through College Dispensary and NSS

3.27

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			
Class rooms	39			
Laboratories	27			
Seminar Halls	01			
No. of important equipments purchased (≥ 1 -0 lakh) during the current year.	10 Broadband connections	(i)10 new broadband connections (ii)Laying up of one Internet Lease Line 4mbps(megabytes per second) (iii)41 equipments (iv)23 equipments	(i)Free installation by the Government (ii) Computer Fund (iii) UGC Grant (iv) RUSA Grant	75
Value of the equipment purchased during the year (Rs. in Lakhs)	Free installation by the Government.	(i)Free installation by Govt. Under NMEICT(National mission in education through ICT) (ii) Rs.1,57,330/-+15% Service Tax of Rs. 23,599=1,80,929 (iii) Rs. 5,75,128/- (iv) Rs.3,91,357/-		Rs.1,147,414/-

Others	Gymnasium	(i)New Library Building	(i)Rusa Grant	(i)69,65000/-
		(ii)Levelling of playground by filling good earth	(ii)Rusa Grant	(ii)5,72,000/-
				Tt:86,84,414/-

4.2 Computerization of administration and library

- 1) Internet facility is available in the office.
- 1) Computerization of administration done.
 - 2) Computerization of library in progress through SOUL(Software for university libraries) & OPAC(Online Public Access Catalogue) System.
 - 3) Entire office is equipped with computers & printers.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	21,818	45,12,000	600	2,10,220	22,418	47,22,220
Reference Books	1158	694800	78	39780	1236	734580
e-Books
Journals	25	20,400	25	20,400
e-Journals
Digital Database	18,000	4,50,000	18,000	4,50,000
CD & Video	15CDs
Others (specify)

The Library is running in a newly constructed double storeyed building with an air-conditioned reading room for staff and students. It remains accessible on all working days from 9.00.a.m to 4.00 p.m. On an average, around fifty books are issued to the students in a day. There is a well maintained visitor's register to record the time of student's visit and the book consulted.

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	152	04	Yes	02	Yes	Yes(12)	
Added	08	Nil	Nil	02 Departments +5	

							in Non-teaching Departments	
Total	160	04	02	19	

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

- 1) A one day workshop on Cashless Transaction was organized on 3rd February 2017 for staff and students.
- 2) A two weeks training for the students on Cashless Transaction was held in November and December 2016 during which Mrs. Balwinder Kaur created awareness among the students of BCA I, II, III & PGDCA regarding the digital mode of payment and encouraged them to adopt this mode.
- 3) Students are being trained in communication skills in English with the help of self learning based five modules through software installed in computers in Language Lab.
- 4) Internet access available in Departments, Library, Office for staff & students.
- 5) Internet and computer facility is available in all the departments.
- 6) Students are encouraged to prepare their assignments and projects regarding Science exhibitions through the use of computer & internet.
- 7) We have two compulsory Computer Education labs. where all students are supposed to learn computer basics. There is compulsory computer education programme being run for the students of B.A.I & B.SC I . Besides this, the students of B.Com I, B.PED I & M.COM II are also being given training in Computer as a subject prescribed in their curriculum.
- 8) Students are encouraged to use software for programming in computers and e learning of Mathematical Geometry through various software.

4.6 Amount spent on maintenance in lakhs:

i) ICT	3,12,325
ii) Campus Infrastructure and facilities	20,88,875
iii) Equipments	2,00,000
iv) Others
Total :	26,01,200

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Students were made aware of facilities available i.e. Canteen, Multi-purpose Hall, Fee counters etc.
- IQAC monitors that all student related information is updated on College website.

5.2 Efforts made by the institution for tracking the progression

- Class Tests
- Assignments
- Tutorial Groups.
- 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
2171	300	-----	84

(b) No. of students outside the state 147

(c) No. of international students -----

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

Last Year						This Year					
General	SC/st	SB C	OBC	Physically Challenged	Total	General	SC/ ST	SBC	OBC	Physically Challenged	Total
1277	513	0	775	02	2648	1372	528	22	684	19	2625

Demand ratio 5-10% Dropout % 5%

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

We organize lectures in subject Societies and placement cells for guidance to students for competitive exams.

No. of students beneficiaries 500

5.5 No. of students qualified in these examinations

NET	02	SET/SLET	----	GATE	----	CAT	----
IAS/IPS etc	----	State PSC	----	UPSC	----	Others	----

5.6 Details of student counselling and career guidance

*An MOU of Placement of students has been executed with, ASPIRE on online Job Portal, Catering specifically to blue and white collar entry level jobs in April 2016

*2 workshops in association with Bull'S Eye and IBS were conducted in Oct. 2015

* Our students participated in 3 Days Placement Training was conducted in GCG 14 PKL, and Regional Job fest

* Prime Minister Flagship programme "Startup India" was organized in Feg 2016.

Boot Camp and Start Un weekend for women. Harvana was organized. Recruitment drive by ICICI Bank

No. of students benefitted

300

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
11	270	-----	80

5.8 Details of gender sensitization programmes

- Women cell has a separate room and is very active.
- Special fans, water cooler , water purifier, elegant seats, reading table etc. are organized for girl students in girls common room
- A lady caretaker has also been arranged for girls common room.
- Eve teasing is strictly prohibited & very strictly action is taken against this.
- 3/8/15:In the general assembly all the students and faculty members took pledge not to participate in any act related with female feticide and any act that discourages girls to come out of their homes and study.
- 22/8/15:The cell organized 'Saree ke style aur Rang' . Thirty girls participated in various modern and traditional styles of India. It was a grand show. ACP Panchkula Mrs. Poornima Singh was Chief Guest and gave inspiring speech. Girls really got inspired by the vibrant office.
- Ultimate Group gave training in Self Defense to girls after the show.
- A skit was also presented here to show the eradication of social evils related with women.
- 28/8/15: A walk to mahila police staion
- In September poster making contest was organized on Beti Bachao Beti Padhao.
- On 11/9/15 in the Talent Show of college, Women Studies and Development Cell arranged a pledge for all students and faculty, not to take part in any act related with Female Foeticide directly or indirectly. Pledge was also taken not to indulge in any act that discourages girls to go ahead in life in studies and career.
- On 26/9/15 a lecture by Dr. Nirmal Mittal a retired Professor was organised on the topic "Women in Present Scenario" to inculcates traditional values and confidence in the modern times.
- In October the Women Studies and Development Cell created groups of girls, to teach better 'Toilet Habits' to all, which was a great success. The purpose is not only cleanliness but also to be considerate for others also.
- On 17/10/15, Women Studies and Development Cell arranged a pledge for all students and faculty, not to take part in any act related with Female Foeticide directly or indirectly. Pledge was also taken not to indulge in any act that discourages girls to go ahead in life in studies and career.
- On 29/10/15'Diya Decoration' training was arranged. Girls learnt it with zeal. Mehandi competition was also arranged to commemorate the festive season.
- On 21/01/2016 a programme of quiz and lecture was organized on safe use of LPG and petrol/diesel. Prizes were given to best students.
- On 28/01/2016 commerce students took pledge not to participate in any act related with female feticide and any act that discourages girls to come out of their homes and study.
- The complaints of eve teasing were solved amicably.
- A new sign board of 'Beti Bachao Beti Padhao' was displayed in the central place of the college

5.9 Students Activities

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

State/ University level National level International level

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

.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-----	-----

Financial support from government	480	54,81,000
Financial support from other sources		
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:

- i. Better Services of Canteen & Hostel Facilities.
- ii. The vision and mission of the college is in consonance with the stated objectives of higher education and the college strives hard for the upliftment of the society through education with the motto 'Gyanenatma Darshanam'.
- iii. To provide the benefits of higher education to all sections of society.
- iv. To study preserve and enrich the socio culture tradition of the region.
- v. To impart quality education with all the modern techniques & methods.
- vi. To foster economic growth.
- vii. To explore & utilize the natural resources of the state.
- viii. To give utmost importance to the socially economically marginalized sections with government approved proactive measures.

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, the college has its own MIS to keep everyone up to date with all the relevant information regarding general administration, examination, student attendance, absenteeism, lecture shortage, and also regarding staff members. We have an old established website of our own with all the relevant information uploaded from time to time for information of all the stakeholders. We have one more website from 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 Kurukshetra University.
- Teachers of the college play an active role in the curriculum development as members of boards of studies. At present 02 of our staff members are in the Board of Studies.
- Relevant topics & schedule for extracurricular activities is finalized by holding meeting with HOD's, Alumni, Parents and Tutorial meetings.

6.3.2 Teaching and Learning

- Various strategies are adopted to make Teaching and Learning student centric, interactive and practice based.
- Strict Adherence to the Academic calendar of the University.
- Academic activities like Seminars, Workshops, PPT Competitions, Educational visits, field visits, and Science Exhibitions are conducted and organized by various departments.
- The faculty is encouraged to refresh their knowledge by attending seminars, conferences, workshops, FDPs, orientation and refresher courses.
- 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 for all U.G. & P.G. classes.
- Annual system for B.P.Ed. & PGDCA.
- 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 to apply for UGC grants.
- Faculty members are encouraged to submit more & more proposals for major & minor research projects. They are also motivated to participate in National / International Seminars, Conferences by giving them duty leaves and reimbursement of registration fee.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library:

- A new spacious air-conditioned library block with separate reading areas for staff and students has been constructed. New book shelves with new books have been added in the library.
- The library provides an easy access to books, journals, newspapers to all the present & former students as well as staff members and research scholars.

6.3.6 Human Resource Management

- Staff members are sent to participate in various kinds of training programs like NSS& NCC training; training organized by Haryana Institute of Public Administration, Academic Staff College of various Universities, and by other public/ private departments and agencies.
- A Seven-Day Faculty Development Program was organised by the college.
- Various Committees viz. Grievance cell, Women cell, along with the Staff Secretary & Social Secretary work together to create a harmonious environment. All the decisions are taken after due deliberations with the entire staff. All important days are celebrated together by teaching and non-teaching staff.
- Canteen, sports amenities, Eco Club, Women Cell, Legal Literacy Cell.

6.3.7 Faculty and Staff recruitment

- Regular faculty is recruited through HPSC. However, the Principal can engage resource persons on 'Extension Lecture Basis' as per Government guidelines.
- The entire recruitment is on merit and UGC/K.U. /DGHE are strictly adhered to.

6.3.8 Industry Interaction / Collaboration

- A, first of its kind in the state, start-up Incubator cum Centre of excellence has been allotted to the college.
- One month on the job training in nearby industry is undertaken by B.Sc. (M) students having Ind. Micro- Biology as optional subjects.
- Students of BMC get regular exposure in editing news items & photography. They also visited Newspaper office.
- This will be the major thrust area in the coming years.

6.3.9 Admission of Students

- Admission process is on-line and hence fully transparent. Admission is based on Merit and State Reservation Policy is followed.
- For on-line admission form filling and generation of E- fee challans, one computer lab with internet facility was specifically made available to students.
- A committee of trained members for the assistance of students during online admissions.

6.4 Welfare schemes for

Teaching	LTC, CCL, Medical Re- imbursement, children Education Allowance, GPF/CPF/NPS, GIS, Crèche.
Non-teaching	LTC, CCL, Medical Re- imbursement, uniform allowances, conveyance allowance. Crèche
Students	Scholarships, Incentives for Meritorious students, Earn While You Learn Scheme, Bus Pass Facility

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?

--Initiation of AAA is Under Process.

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

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?.

N. A

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

- Organization of Alumni meet every year
- Invited suggestions to enhance student support system and to enforce discipline
- Incorporation of alumni suggestions in the agenda of tutorial meetings.
- Involvement in sports and cultural events.
- Help in career guidance to the students.

6.12 A

- Periodical organization of Parent Teacher meetings to apprise them of student's academic performance and overall behavior in classes, practical's in extracurricular activities.
- The meeting serves as a platform to offer suggestions for further improvement in academic environment.

6.13 Development programmes for support staff

- A conducive environment is created where all service providers get respect of students & staff. Their grievances are regularly redressed by competent authority.
- Few residential accommodations are available in college campus.
- Provision of wheat advance, festival advance and other kind of advances as per Haryana Govt. norms.
- Given all opportunities to improve qualification and progress in career.

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.
- Initiated the process of installation of Solar Panels for energy conservation.
- No, agro-chemicals are used in gardens & lawns.
- Students are not allowed to bring cars/ 4 wheelers.
- Lectures are arranged to encourage students to plant more and more trees and adopt Eco- Friendly behaviour.
- Car free and car pool days are also organised by the staff.

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.

- New Library planned through RUSA grant
- Twitter and Youtube to be started for college
- To create sensitization of students about easily available medicinal plants in their immediate surroundings, an Environment Studies Garden was proposed.

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

- New Library inaugurated on 14.4.17.
- Youtube and twitter started.
- Levelling of ground and preparing plantation beds in Environment Studies Garden was done.
-

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

- Society for revival of moral and spiritual values for students and staff organizes lectures by Eminent personalities.
- Newsletter Campus Buzz gives an opportunity to students to show their creativity .

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

7.4 Contribution to environmental awareness / protection

Revis

- Subject of Environmental studies is compulsory for all U.G. students which inculcates Eco-Friendly behavior in students.
- Water purifiers.
- Energy conservation.
- All activities of Eco-Club are for the purpose

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.

Many Subjects combination are options are available

Well qualified permanent faculty.

Easy availability of extension lectures.

Only college in Haryana offering BPEd. Many National and International players are enrolled in the college.

Cultural department is very good .

Cordial relationship between students and teachers.

Weakness:

Location disadvantage due to availability of 11 colleges in nearby Chandigarh which offer almost all the courses.

Most of the students who take admission in this college belong to rural background .

Less number of buses .

Lack of space for sports ground.

Opportunities:

We get opportunity to give shape to life of rural youth.

Industry and tourism around Panchkula provide various opportunities to our students.

Presence of too many colleges in Chandigarh, and in Haryana near Panchkula give our students a good competition and awareness.

Threat:

Presence of too many colleges in Chandigarh, and in Haryana near Panchkula .