



## YEARLY STATUS REPORT - 2020-2021

### Part A

#### Data of the Institution

##### 1. Name of the Institution

GOVERNMENT COLLEGE FOR WOMEN  
MAHENDERGARH

- Name of the Head of the institution **Dr. Dilbag Singh**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **01285220547**
- Mobile no **9911655990**
- Registered e-mail **gcw\_mohindergarh@yahoo.com**
- Alternate e-mail **msyadav2004@gmail.com**
- Address **IN FRONT OF MINI SECRETARIAT,  
NARNAUL ROAD, MAHENDERGARH**
- City/Town **MAHENDERGARH**
- State/UT **Haryana**
- Pin Code **123029**

##### 2. Institutional status

- Affiliated /Constituent **Affiliated with IGU Meerpur  
Rewari**
- Type of Institution **Women**
- Location **Urban**

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **IGU Meerpur Rewari**
- Name of the IQAC Coordinator **Dr. Karan Singh yadav**
- Phone No. **01285220547**
- Alternate phone No. **9416990588**
- Mobile **9728036361**
- IQAC e-mail address **msyadav2004@gmail.com**
- Alternate Email address **vikramveer23@gmail.com**

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

<http://gcwmahendergarh.ac.in/images/89/Notice/Notice2232.pdf>

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

**Yes**

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

<https://gcwmahendergarh.ac.in>

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>70.95</b>	<b>2003</b>	<b>01/07/2003</b>	<b>30/06/2008</b>
<b>Cycle 2</b>	<b>B</b>	<b>2.13</b>	<b>2017</b>	<b>30/10/2017</b>	<b>29/10/2022</b>

**6. Date of Establishment of IQAC**

**01/07/2017**

**7. Provide the list of funds by Central / State Government**

**UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
DHE	EARN WHILE YOU LEARN	0	2020-21	80000
DHE	LIBRARY GRANT	0	2020-21	550000
DC OFFICE NNL	SADAK SURAKSHA ABHIYAN	0	2020-21	17900
DHE	WOMEN CELL	0	2020-21	60057

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

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

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

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

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

- If yes, mention the amount

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

An emphasis on divided syllabi and its effective implementation in the online teaching was laid down. The teachers were updated and encouraged to participate in online/offline faculty development programme, Refresher Courses, Seminars, Workshops etc. Tablets were purchased out of RUSA Grants for teaching faculty for effective and smooth online teaching

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

Plan of Action	Achievements/Outcomes
1. All the staff members were encouraged at the beginning of the session to participate in activities through cultural cell, sports cell, NSS and Women cell etc.	Through out the year staff members organised various activities in which students of the college enthusiastically participated
All staff members are instructed to complete the syllabus in time and use teaching aids available in the college.	The syllabus of all classes was completed well in time and revision of the syllabus was undertaken. The teachers also made use of power-point presentations in their teaching and use of smart class rooms was ensured.
3. Interaction with students through various subject committees was encouraged. The Mentor-Mentee interaction was also made compulsory.	The incharges of different subject committees remained in touch with students through various activities. The mentors also interacted with the mentees during their allotted time.

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

- Name of the statutory body

Name	Date of meeting(s)
College Council	23/10/2020

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

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	GOVERNMENT COLLEGE FOR WOMEN MAHENDERGARH
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• Designation	Principal
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<b>4. Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://gcwmahendergarh.ac.in">https://gcwmahendergarh.ac.in</a>				
<b>5. Accreditation Details</b>					
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Cycle 2	B	2.13	2017	30/10/2017	29/10/2022
<b>6. Date of Establishment of IQAC</b>			01/07/2017		
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<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>
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<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>	
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
<p>An emphasis on divided syllabi and its effective implementation in the online teaching was laid down. The teachers were updated and encouraged to participate in online/offline faculty development programme, Refresher Courses, Seminars, Workshops etc. Tablets were purchased out of RUSA Grants for teaching faculty for effective and smooth online teaching</p>	
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3. Interaction with students through various subject committees was encouraged. The Mentor-Mentee interaction was also made compulsory.	The incharges of different subject committees remained in touch with students through various activities. The mentors also interacted with the mentees during their allotted time.
<b>13. Whether the AQAR was placed before statutory body?</b>	Yes
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
College Council	23/10/2020
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2020-21	10/01/2022
<b>15. Multidisciplinary / interdisciplinary</b>	
<b>16. Academic bank of credits (ABC):</b>	

<b>17.Skill development:</b>	
<b>18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b>	
<b>19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):</b>	
<b>20.Distance education/online education:</b>	
<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>08</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	<b>1896</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>580</b>
File Description	Documents
Data Template	<a href="#">View File</a>

2.3	329
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	32
Number of full time teachers during the year	
File Description	Documents
Data Template	No File Uploaded
3.2	23
Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	30
Total number of Classrooms and Seminar halls	
4.2	1500000
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	160
Total number of computers on campus for academic purposes	
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curricular Planning and Implementation</b>	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
All departments of the college are required to implement the	

syllabus prescribed by Indra Gandhi University, Rewari. The Timetable committee draws up a detailed time table which efficiently deploys the units of time for academic and co-curricular activities as for example, theory, practical, tutorial, life skill, value education, different cultural events thereby ensuring a balance between the different types of engagement a student is expected to participate in. The syllabus is completed and revised well in time by preparing good and effective lesson plans of entire syllabus and teaching accordingly. It is notified to the students by displaying lesson plans on class room wall. Regular and frequent inspections are made by the officers from the Directorate, Higher Education and the college principal to ensure effective implementation of academic activities.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

Tutorials, class tests, internal assessments comprise the formal evaluative processes, but students are encouraged to meet faculty beyond class room hours for doubt clearing and curricular discussions. The college is well equipped with smart class rooms, virtual class rooms, audio-visual and other ICT facilities which are extensively used by teachers in day to day teaching to make delivery of curriculum attractive to students. Interactive teaching is promoted through students' participation in group discussions, quizzes and seminars. The teacher took the help of online teaching mode during the clouser of the college because of Covid-19 epidemic. A Shiksha Setu app is used for marking attendance as well as giving assignments to students.

Periodic meetings of IQAC take stock of progress of teaching learning and meeting of the Department with Principal and parents teachers meetings are other forums where progress of the delivery of curriculum are regularly monitored and necessary course corrections are initiated.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

**C. Any 2 of the above**

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

## 1.2 - Academic Flexibility

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

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

03

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

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

**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data**

**requirement for year: (As per Data Template)****Nil**

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	No File Uploaded

**1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year****00**

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

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

The college runs the courses in Arts, Commerce and Science streams. Curriculum is designed by Indra Gandhi University, Rewari which included various topics/chapters covering cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and professional Ethics. The college strived to focus on these issues with a view to ensure holistic development of the students. Environment Studies is a compulsory subject for all under graduate first year students. Similarly, cross cutting issues related to Gender, Human Values and Professional Ethics are covered in the prescribed syllabus of University in various subjects in the forms of topics, chapters, poems and co-curricular activities.

Human Values and professional Ethics: Value Education is a compulsory paper for M.A Classes( English & Geography & Commerce) and for under graduate classes there are chapters and topics based on human values and ethics. It is in response to a long felt and urgent need to integrate value education into curriculum so that

students will be able to understand the importance of ethics and values in their personal, social and professional life after studying it through their courses. The college takes efforts for integration of ethical and human values through extra-curricular activities also. Different programs/ activities conducted under NSS, NCC, Women Cell, Red Cross, Legal Cell & Placement Cell help to inculcate human values and professional ethics among students. The college celebrates Days of national and international importance as Republic Day, Women's Day, Independence Day, Teachers' Day, Voter Day, International Yoga Day etc. These celebrations nurture the moral, ethical and social values in students.

**Gender:** The prose, poetry and other chapters in certain courses and Anti Sexual Harassment committee has been constituted for redressal of complaints about sexual harassment. The committee is involved in prevention, prohibition and redressal of the complaints regarding sexual harassment of women employee and students. Major gender issues are focused and addressed through the activities like Save girl child campaign, Essay and poster competition etc. Additionally, our institute organized special programs on gender equality and sensitization and a series of invited talk.

**Environment and sustainability:** Environmental Studies as a compulsory subject is included in all UG programmes. The current issues of environment awareness has been thoroughly addressed. A special teacher of Environment Science is engaged for this purpose. Nature Interpretation Centre is constituted in the college. NSS promotes environmental protection through tree plantation and other sustainable development programs. Every year N.S.S undertakes a host of activities in the nearby villages during the special camps. In these camps N.S.S organizes various environment related programs including village cleanliness, cleaning of gutters, eradication of grass, plastic free drive etc. A one day Seminar is organized on World Environment Day by Environment Sciences Department of the college.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

01

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

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

37

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

**1.4 - Feedback System**

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

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	No File Uploaded

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

**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	Nil

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

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

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

714

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

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

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

00

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	No File Uploaded

## 2.2 - Catering to Student Diversity

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

The students of the college belong to rural background and come from various socio-economic backgrounds. The college conducts every possible measure to assess the learning levels of its students. The students are counseled, guided and oriented at the time of admission to make them aware about the course, mode of internal assessment, co-curricular activities, rules and regulations as well as facilities available in the college. At the beginning of each course the teacher assess the learning levels of the students in the class, their knowledge about the course and accordingly special programmes for advanced learners and slow learners are planned. Class tests are conducted time to time and subject topics are repeated for slow learners. Opportunity is also given to the students for changing their options if they are not able to cope with the course they selected, In the CBCS system students are given opportunity to select optional paper on the basis of their aptitude and skills. The teacher counsel the students regarding the scope of different courses being offered and provide guidance in relation to the student's aptitude and competence. Teachers remain available to clear the doubts and counsel the students even on a one to one basis in vacant periods.

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

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

Number of Students	Number of Teachers
1896	31

File Description	Documents
Any additional information	No File Uploaded

### 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Through various methods learning is made more student-centric. Group discussion, quiz, class test, application of ICT resources, question answer method, debate and assignment and seminar are some of interactive methods adopted in the class to make students more active in their learning process. Learner-centered education through appropriate methodologies facilitates effective learning. The Teachers employ interactive and participatory approach creating a feeling of responsibility in learning and make learning a process of construction of knowledge.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

Teachers use ICT technology to enhance the teaching learning process, computers. Different online softwares are integrated with teachers' explanation. Students are motivated to learn and practice through online activities. LCD, projectors, computers/tablets system are used in the class rooms. You Tube, E-Mails, Whatts App group, Zoom and Google classrooms, Siksha Setu app are used as online platforms to teach, communicate, provide materials and syllabus, announcements, conduct tests, upload assignments, address queries, make presentations, mentor and share information. These applications are also effectively used to provide online education during the clouser of the college because of Covid-19 epidemic. Jio Wifi facility is also available for the students and staff.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

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

#### 2.3.3.1 - Number of mentors

31

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

### 2.4 - Teacher Profile and Quality

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

15

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

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

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

03

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

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

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

00

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

### 2.5 - Evaluation Process and Reforms

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

Inter assessments and internal practical tests are conducted at appropriate time with respect to calendar of examinations fixed by IGU, Rewai. The university allocated 20 marks in each paper which are awarded to the students on the basis of their performance in assignments, class tests and attendance. For this teachers adopt the criteria of weightage provided by the affiliating university as given below: two class test 10 marks, one assignment 05 marks and attendance 5 marks. Date sheets and notifications of Internal assessment is circulated in classrooms, displayed on notice boards and uploaded on official website of the college. The teachers helps students in grasping the correct essence of the questions asked, wherever such an inquiry is raised. If any tabulation error is found or is communicated, necessary corrections are duly made by the concerned and correct information is passed to the university accordingly. Due care and track is mentioned till completion of assignments.

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

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

Most of the grievances related to the examination are received after declaration of results by IG University, Rewari. The errors in their results like marks of the internal assessment, attendance sheets, error in the bio-data etc. are immediately addressed, corrected and quickly disposed for onward submission to university by the convener examination committee. Each and every superintendent and staff members concerned are instructed for due care and cooperation for the quick disposal of student grievances at their respective quarters. Where ever deemed necessary, the relevant documents/testimonials are submitted through the candidate personally or through their parents to Coordinator Examination for speedy Redressal of the issue. The close and continuous communication is maintained by the Coordinator Examinations with the university authorities for speedy disposal of queries, explanations and doubts if any. As per internal practical tests are concerned, if any student pin points any academic discrepancy viz a viz conduct of tests, the concerned teachers wholeheartedly show their concern and attention is given to the student grievances.

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

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The Institute has well defined learning outcomes. The vision and mission of the institution emphasizes on promoting value education through motivated trained faculty to prepare the students to accept the challenges of globalization. The College has a proper mechanism of communication of the learning outcomes of the Programs and Courses, which includes following;

Hard Copy of syllabi and course/programme Outcomes are available in the respective departments for ready reference to the teachers and students. Copy of Curriculum and Outcomes of Programs and Courses are also uploaded on the college website

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

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

The college has a systematic process of collecting and evaluating data on programme and course outcomes, for which the assessment includes the following; Assessment for the course-level is done via continuous assessment having a particular weightage depending upon course objectives, learning outcomes and pedagogy. Various components for continuous assessment are defined and used. The evaluation is rigorous. It is done by adjoining the marks acquired by the students to their corresponding Course Outcomes. Besides, weightage for the end semester Examination (written examination /lab examination) depending upon course type is also used for the process.

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

2.6.3 - Pass percentage of Students during the year

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

329

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

## 2.7 - Student Satisfaction Survey

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

<https://gcwmahendergarh.ac.in/MenuData?Menu=R40IbUfY2TA=>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

Nil

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

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

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

01

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

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

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

Nil

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 3.2 - Innovation Ecosystem

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

The Govt. College for Women provides healthy atmosphere, infrastructer, resources, for enchancement of the capacity and competencies of students and teachers in research and innovative activities. All innovative and extension activities are student centric. Various activities are conducted to nurture and nourish youth"s minds. These activities helps students to understand the various problems faced by the society.

In the college there are different Cells, Associations/Societies andDepartments such as Literary Society, Women Cell, NSS, Sports, Legal Cell, Red Ribbon, Cultural Societyetc,through which students and faculty members are encouraged to undertake innovative activities which are helpful for creation and transfer of knowledge. Activities conducted by these are helpful to develop leadership qualities, various skills, planning and organizing. Women Cell is a very good plateform for girl studentsto express themselves and activities conducted by it are helpful to build the

confidence in theme. NSS conducts various activities in innovative ways, tree plantation, Swachh Bharat Abhiyan, awareness programmes etc.

Various competitions, essay writing, debate, poetic recitation, speech, quiz etc are conducted to bring out the hidden potentials of students. Eminent personalities are invited as resource persons to deliver talk on important issues. Seminars and assignments are other activities to enhance the research activities of students.

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

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

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

Nil

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

### 3.3 - Research Publications and Awards

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

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

00

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

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

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

02

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

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

#### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

00

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

### 3.4 - Extension Activities

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

The College regularly conduct the extension activities in the tribal villages, adopted villages and weaker sections of the societies. These programmes aims to connect the Higher Education

Institutions with the society. This will transform the outlook of the students and inculcate leadership qualities in the youth. They will prove good administrators, good humans with good moral behaviour and responsible citizens in future. Such citizens help in Nation building. At the same time the needs of the society and the needs of the downtrodden sections are fulfilled. The NSS units could not conduct the activities as where planned, due to pandemic, but some extension activities conducted in the academic year 2020 are as under; 1. During the peak pandemic period , District administration Mahendergarhwas facilitated by the College administration by providing Accommodation for the labourers of outside states. The college was used as Covid isolation center. Staff members and NSS facilitated this process. The covid centre was provided all the facilities Viz. food, Electricity, Genset etc. 2. Our college was Covid testing and monitoring centre for travelers. Our team facilitated the Administration during Covid pandemic.

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

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

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

**Nil**

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

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

**community and NGOs ) during the year**

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

**02**

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

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

**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

**00**

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

**3.5 - Collaboration**

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

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

**Null**

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

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

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

nill

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The college has a policy for the creation and enhancement of infrastructure in order to promote a good teaching learning environment, according to its vision and Strategic Objectives. The institute ensures adequate availability and optimal utilization of physical infrastructure in order to create an environment of excellence in education through technologically innovative educational tools. At the beginning of the academic year needassessment for replacement /up-gradation/addition of the existing infrastructure is carried out based on the suggestions from Heads of the departments and the Advisory Committee after reviewing course requirements, computer-student ratio, working condition of the existing equipment. The Time Table committee

plans ahead for all requirements regarding the availability class rooms/labs classrooms, laboratories, furniture and other equipment's. whenever need arises to augment infrastructure in terms of classroom, laboratory books etc. Distinguished features of the College include the following; The college ensures optimal utilization of the resources by encouraging innovative teaching?learning practices like use of power point presentations, LCD projectors, smart boards etc. Regular workshops/awareness programs/training programs are conducted for optimal deployment of infrastructure and utilization of modern technology. For science stream, utilization of infrastructure is ensured through appointment of adequate and well qualified and experienced lab technicians. The available physical infrastructure is optimally utilized beyond regular college hours, to conduct co-curricular activities/extra-co curricular activities.

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

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

The institution utilizes its resources to provide an environment to its students where they are encouraged to pamper in sports and extracurricular activities. This ensures a holistic development and an all-rounded personality. Students are trained in sports under the guidance of a qualified and specialized Physical Educational Instructor. Systematic training and encouragement is provided to those students who show extraordinary skills in different sports. These students are selected through selection trials. They are trained and encouraged to participate in various level of competition including intra college events, inter-university events, National events and international events. Intra-college events are also organized by the college to encourage students to participate. Track suits and all sporting gear are provided to the students for major/minor events. All the Participants are awarded with participation certificates. Winner and runners-up teams are duly rewarded by trophies. Yoga class/awareness Programme: Although the college doesn't have an established Yoga Centre but Yoga Day is celebrated every year and this year a one day yoga awareness Programme was conducted for the faculty and students by expert yoga trainers. Trainer was present on

the occasion both for ladies and gents. Cultural activities: The college believes in all-round development of its students. It constantly encourages them to take part in extracurricular activities to spark their interests and cultivate leadership qualities as well as team spirit. Every year the college conducts cultural programs to make this happen and best students are selected on the basis of performance to participate at the University level.

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

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

12

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

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

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

Nil

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

## 4.2 - Library as a Learning Resource

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

The college is using Soul 2.0 software and library is fully automated. Library provide OPAC device to students and faculty members to have access books by subject, Author, Accession no and title. The total numbers of books in library are about 26000 and number of visitors per day is 70-100. The library has browsing centre, Xerox facility, Four reading rooms for users. The library has also a guidance and counselling cell.

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

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

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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

#### 4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-

**journals during the year (INR in Lakhs)****349000**

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

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)****4.2.4.1 - Number of teachers and students using library per day over last one year****150**

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

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

The college IT infrastructure was upgraded when special financial assistance was accorded to the college in 2020. The interactive board, LCD Projector, Printers, high configuration PCs were installed in the college. Smart classrooms equipped with interactive board, LCD projector, Digital Podium with inbuilt system, microphone system and speakers were installed. The whole college has been made wi-fi enabled after JIO telecommunication installed wi-fi facility in the college in 2017. College is also availing the lease line internet facility from BSNL.

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

<b>4.3.2 - Number of Computers</b>	
156	
File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>
<b>4.3.3 - Bandwidth of internet connection in the Institution</b>	A. ? 50MBPS
File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>
<b>4.4 - Maintenance of Campus Infrastructure</b>	
<b>4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)</b>	
<b>4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)</b>	
00	
File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded
4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.	
Institutional mechanisms for maintenance and up gradation of the physical infrastructure, academic and sport facilities, and equipment's are as under:	

**Building Infrastructure:** Being fully government institution, a constant effort is made to provide safe and secure space for equipment's and tools. There is a college development and construction committee to look after the maintenance, repair and constructional work related to the building. Construction, repair and maintenance of the main building and physical infrastructure like water facility, power supply and maintenance of campus is looked after by this committee. (Police Housing Board) , PDD etc supervise the work done by the contractors. The minor faults related to the electricity and repairing of building are attended and repaired by the electrician/hired technician, carpenters etc. For the maintenance of toilets and service areas local fund college sweepers have been engaged for cleaning the toilets, washrooms, and buildings.

**Laboratory Equipments and machines:** Every department maintains stock registers for keeping the list of chemicals, glassware, equipments and other instruments used in laboratory. Maintains consumption register regularly to keep account of the used material and non-functional glassware, miscellaneous items etc. Physical verification of laboratory equipments and machines is carried out to record the functional and non functional equipments from time to time. The minor faults of laboratory equipments (if any) are attended and repaired by the concerned department staff or hired technician whenever necessary.

**Computer and IT infrastructure:** The college has 5 Labs and 11 smart classrooms for making use of free online resources of MHRD by students and teachers. There are projectors for delivery of lectures through use of online material. A dedicated Lease Line for the college Resource Center has been installed in the college by BSNL which is used in labs, Resource Center and office for both academic and office work. The annual grant received by the department is utilized by the principal for augmentation of labs. The LAs help in maintaining the labs alongwith students apprentices from ITI who undergo apprenticeship training in the college office and labs. Maintain stock register and dead stock register regularly to keep record of the functional and nonfunctional items. Maintenance and up gradation is looked after at departmental level (Computer Application ) and concerned technicians are hired whenever necessary.

**Furniture related items:** There is a college furniture committee (Wooden and Steel) which looks after the maintenance and minor repair work of the furniture and fixtures and other physical infrastructure. The committee brings the

requirements regarding minor repair work into the notice of the worthy principal and certifies after the work is completed. The funds for the same are utilized out of local fund.

**Maintenance of Library/ Library Materials:** Accession and withdrawal/ dead stock registers are regularly maintained to keep the record of updated and dead stock accessions. The college also engages local fund employees for dusting and cleaning the library materials. **Sports Equipments:** The sports department regularly maintains the stock register for the equipments and materials related to the sports. The dead stock register is also maintained to keep record of functional/ working and non-functional items

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

429

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

##### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the

**institution / non- government agencies during the year****nil**

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

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

A. All of the above

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

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

00

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

**nil**

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

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

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

## 5.2 - Student Progression

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

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

00

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

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

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

70

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

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

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

02

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

**5.3 - Student Participation and Activities**

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

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

Nil

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

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

The faculty members are involved in encouraging students to participate in different co-curricular activities. The academic and administrative bodies of the college in which the institution includes students as representatives are: Subject Societies, Clubs, Member of IQUAC, Class representative, group leaders during organization of camp etc. The election of class representative was not held during this year due to covid 19 pandemic. These representatives act as bridge between principal and students. The student representatives put the grievances of students (if any) to the principal, who orders the convener of Respective committee to handle that in a nice way. Most of teachers try to convey their message to other students via these representatives so that they learn leadership skills besides excelling in academics

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

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

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

65

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

#### 5.4 - Alumni Engagement

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

The registration of the Alumnae Association was taken for consideration, as need for increased Alumni interaction was felt. The IQAC Committee unanimously decided to start the process of registering the Alumni Association.

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

#### 5.4.2 - Alumni contribution during the year (INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

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

Knowledge, leading to enlightening of minds and help students to meet economic, social and environmental challenges and to become active participants in shaping the future world" The mission of

the college is

01. To impart quality education for all round development of students.
02. To foster interest in research and inquiry.
03. To develop community sense through extension work.
04. To inculcate moral values and leadership qualities among students.
05. To promote peace and harmony for better work. This is being translated through effective governance. The college management is headed by the Principal and is involved in coordinating the functions of the college to its logical end. Various committees comprising members of teaching and non teaching faculty are involved in curricular and cocurricular affairs and administrative functions of the institution. The heads of the departments / subjects are authorised to monitor the routine functions at the departmental level. The administration encourages them and supports them at all levels. The decision taken by them are given due cognizance by the Principal. The leadership qualities and decision making ability are nurtured in heads of Departments. An environment of equity and democracy is setup to conduct affairs in smooth and democratic environment.

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

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

Since we are the government institution we don't have much decentralisation power but The Higher education department gives sufficient participative management freedom to the Principal, who is the academic head of the institution to function in order to fulfill the vision and mission of the institution. Academic responsibilities are fairly divided among all the staff members. Committees are appointed for the various academic and cocurricular activities to be conducted in the course of the academic year. The list of committees is displayed at the beginning of the year on

the staff notice-board. This ensures transparency in policy execution. The responsibilities are communicated to the faculty members through regular staff meetings. The Principal of the College holds regular meetings with the teaching and non-teaching staff. In these meetings, various issues are taken up for discussion before arriving at a final decision. The Heads of Departments monitor the functioning of the various departments. The participative decision making ensures total participation of all the people concerned. The office administration of the College is headed by the principal under whom there are Superident/ Dupty Superident, Assistants, Clerks and other Class IV Staff. Thus, the decentralization of departments and personnel of the institution helps in improving the quality of its educational provisions. Participative management: The Administration is always open to discussion with the teaching and non-teaching staff which, in turn, encourages the involvement of the staff for the improvement of effectiveness and efficiency of the institutional process.

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

## 6.2 - Strategy Development and Deployment

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

The Institution has a perspective plan. The aspects considered for inclusion are;

1. Quality enhancement and improved teaching-learning environment.
2. Enhancement of student support systems.
3. Improved student success rate.
4. To be more innovative, industry-relevant in curriculum design and be more creative in academic delivery; with a strong emphasis on effective integration of technology in the teaching-learning process. The teacher to be more of a facilitator and mentor than just a full time tutor.
5. To establish a research facilities and to nurture and develop research culture among the students and staff. 6. Life skills will be an integral part in curriculum development and delivery.

7. To emphasize on multi-dimensional evaluation of student learning and to enable that student learning outcomes match with their employers expectations.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Our College is governed by Higher Education Department, Panchkula Haryana which has the responsibility to take care of all the colleges in the state of Haryana. However, the administration of Govt. Degree College for Women, Mahendergarhis the responsibility of the Principal who is directly accountable to the Department of Higher education. Principal The Principal is involved in overlooking the implementation of plans of the College. He ensures that regular day to day operations are properly conducted, through feedback from conveners', teaching and non teaching staff. The Heads of Departments ensure that the plans communicated to them by the Principal are implemented systematically. Committees for cocurricular activities The committees are formed at the beginning of the year and are assigned the tasks according to the institutional plans, for the curricular activities that enhance overall development of students. Administrative Committees [Examinations, Scholarships, Purchase, Discipline, Sports, Admissions, Library, etc.] For the smooth conduct of all administrative activities according to requirements of academic bodies and government rules, there are committees headed by senior faculty to guide the function.

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

<b>6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination</b>	<b>C. Any 2 of the above</b>										
<table border="1"> <thead> <tr> <th data-bbox="86 358 539 421">File Description</th> <th data-bbox="539 358 1445 421">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 421 539 524">ERP (Enterprise Resource Planning)Document</td> <td data-bbox="539 421 1445 524">No File Uploaded</td> </tr> <tr> <td data-bbox="86 524 539 586">Screen shots of user inter faces</td> <td data-bbox="539 524 1445 586">No File Uploaded</td> </tr> <tr> <td data-bbox="86 586 539 649">Any additional information</td> <td data-bbox="539 586 1445 649">No File Uploaded</td> </tr> <tr> <td data-bbox="86 649 539 837">Details of implementation of e-governance in areas of operation, Administration etc(Data Template)</td> <td data-bbox="539 649 1445 837"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	ERP (Enterprise Resource Planning)Document	No File Uploaded	Screen shots of user inter faces	No File Uploaded	Any additional information	No File Uploaded	Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>	
File Description	Documents										
ERP (Enterprise Resource Planning)Document	No File Uploaded										
Screen shots of user inter faces	No File Uploaded										
Any additional information	No File Uploaded										
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>										
<b>6.3 - Faculty Empowerment Strategies</b>											
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff											
<p>Being the Govt. college, HaryanaGovt. offers the following welfare schemes for all its employees. Summer and winter vacation to both teaching and non-teaching staff. The order is issued by the higher education department, which is strictly followed by the college. The government provides LTC as the salary of one month once in the block of four years.Group Insurance scheme to the Staff (Teaching and Non -Teaching) of the College. This helps the staff at the times of need. Maternity (180 days) and paternity (15 days) leave. Provident fund/NPS for the employees of the college. ?Medical reimbursmentfacility for the employees of the college. Casual leave of 10/15/20/days for the employes.</p>											
<table border="1"> <thead> <tr> <th data-bbox="86 1487 539 1550">File Description</th> <th data-bbox="539 1487 1445 1550">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1550 539 1657">Paste link for additional information</td> <td data-bbox="539 1550 1445 1657">Nil</td> </tr> <tr> <td data-bbox="86 1657 539 1765">Upload any additional information</td> <td data-bbox="539 1657 1445 1765">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	Paste link for additional information	Nil	Upload any additional information	No File Uploaded					
File Description	Documents										
Paste link for additional information	Nil										
Upload any additional information	No File Uploaded										
<b>6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year</b>											
<b>6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year</b>											
nill											

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

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

nill

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

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

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

02

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

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

Performance Appraisal for teaching faculty Following the UGC regulation 2010 and amendments thereof, the institution monitors performance appraisal system through submitting of APR (Annual Progress Report) of the teaching staff. The APR reflects the details of refresher / orientation course/ workshops etc that the teacher attended during a particular period as it is deemed mandatory for promoting in next grade. The stock of teaching performance is computed by reflecting the involvement of the teacher in curricular, co-curricular and extra-curricular activities. The evaluation of courses taught and average number of clock works in a week are computed. Due consideration is given to the evaluation of innovation for special contribution made by the teacher. The involvement in the welfare of students and community work is given due weightage for monitoring performance. During appraisal the teacher is given opportunity to pen down any special achievement made by him in the field of his subject, that can upgrade his overall performance. Teacher is given opportunity to note down the difficulties that he is facing while discharging his assignment. Not only this, his valuable suggestion/ measures are also sought for evaluating his observation for the betterment of Institution. The principal then grades the teachers on the overall report and recommends higher authorities for further necessary action. The APR's are sought at every step of up gradation / next promotion. Performance Appraisal for non teaching faculty The appointment is made through the HPSE, Haryana and after joining the department as per service rules Department asks the names of teaching and non teaching staff time to time for promotion The principal concerned is being asked to give report (Annual Progress Report ) where in the general performance, conduct, and character

is being evaluated and appraised. The complaint of the involvement in any unpleasant activity, if any, is also being reflected.

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

#### 6.4 - Financial Management and Resource Mobilization

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

Financial audit of the accounts is an important process and is strictly followed by the college . The college undergoes an external audit conducted by higher education department. They verify and confirm all finance related document. Report of audit is submitted to higher education department. In case of query, documents are sent to college for clarification. All the process in the college is strictly monitored by the principal. The copies of the audit are also preserved in the college for records.

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

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

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

nil

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

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

The institution is run by the government so the funds to be utilized are primarily allotted through the Higher Education Department of Haryana. Funds to be allotted for the institution go through the exercise of forming annual budget as per requirement. The same is being discussed with chief Accounts Officer / Financial Advisor for allotment of funds under different heads. The allotments are made to institution throughout financial year through the application of Budget Evaluation and Management System. Optimum end use of the funds is made as per the rules and regulations and is subjected to audit by the government Within the institution funds are mobilized out of a specific percentage of the fee collected from the students. These funds are grouped under heading "Local Funds". These funds are utilized for the benefit of students and for meeting other minor expenses of the college. To ensure the optimum end use of these funds college development and purchasing committees are framed.

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

### 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

In order to enhance the quality of the institution in all spheres, various quality assurance strategies initiated by The IQAC of the institution are as under: All the faculty members are encouraged and supported to participate in Orientation, refresher courses, Workshops, Seminars and conferences related to the teacher-

learning process and research. .Teachers are also supported and encouraged to participate in examination evaluation processes. The poor and needy students are provided with financial aid out of the college local fund . The college administration provides the transport facility to the needy students at lowest possible bus fare. The IQAC also provides guidelines, internet access and verification processes for the students to get the post- Matric scholarships. The college also provides platform for the students to participate in Intra- College and Inter -College level debates, competitions, seminars etc.

Regular meetings of IQAC are conducted under the chairmanship of worthy Principal with the fixed agenda and suggestions are taken from all the members of IQAC for improvement and better implementation of curriculum. All the teachers are encouraged to use audio-visual teaching aids for effective teaching-learning processes.

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

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

The institution reviews it's teaching learning process, structure and methodologies of operations and learning outcomes at periodic intervals. Some of activites of IQAC in this regard are:

- 1.Students feedback on faculty, teaching learning process and evaluation: Students feedback significantly shows the actual quality of teaching learning process. The students feedback is conducted as per the following norms: a. All the students are allowed to give feedback on faculty, teaching learning process and evaluation so that actual picture is ascertained. b. After evaluating the feedback from students, the teacher if evaluated with low performance is instructed accordingly. c. The whole process is being operated through IQAC and no other faculty member is involved at any stage.
2. Academic monitoring: The principal conducts regular visit to the classes regarding the regularity and punctuality of class work.
3. Syllabus Monitoring: The worthy principal (chairman IQAC) keeps vigil on the completion of syllabus and ascertains information regarding the quantum

syllabus completed, so that the prescribed syllabus is completed within stipulated time.

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

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

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

Institution shows gender sensitivity in providing facilities such as: The Institute believes in gender equality and makes effort towards Gender sensitization. It believes that educated girls are an asset not only for the college and family but also for the whole society. The sensitivity towards the girl students at this institute is carried as follows:

1.Safety and security: Women development cell isled by a senior,

confident and caring female teaching member. It is a good and healthy sign of academic work place that no pronounced complaint has been lodged by any girl student. Various moral and religious lectures from time to time, by scholars play a pivotal role in controlling any type of deviant behaviour. . A Gender sensitization course is offered in the college. Counselling: The female teaching faculty in particular are advised to counsel girl students in class, parks, library, common room (wherever it suits) to educate about sexual harassment either collectively or individually, as suits the situation. The teachers are further instructed to counsel in cordial and cooperative manner so that senses of belonging and loving care prevail among the student community. For personal hygiene awareness, medical lady doctors, gynaecologist are often invited to interact with students in assembly, where only female faculty members remain present. Different programmes are organised under Women Cell. A good result of one to one talk, questioning, discussing comes to surface, demystifying the doubts in mental horizon of girl students. There is no report of ragging in the campus as it seems that the concept of ragging is completely erased from the minds of students. The ragging now is deemed historical and archived practice. Common Room: The college has a common room where first aid facility is provided at hand. The college provides basic medical aid, necessary for girl students. Medical aid is provided free of cost.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**Solid waste management** For collecting the solid waste from nook and corner of the campus substantial number of dustbins are installed. Most of the waste collected is biodegradable. The minimal amount of non biodegradable is mostly burnt in pits. The biodegradable portion too is dumped in pits for decomposition over time. The solid biodegradable waste collected from the parks, play field after use of lawn mower and bush cutter is collected and dumped for decomposition to be used as a source of bio fertilizer. During the autumn season a large quantity of fallen dry leaves are collected and dumped to decompose for manure. Liquid waste All the liquid waste from washroom, bathroom is collected into soakage pits through systematic drainage. Zero percent leakage of waste water is ensured. E- Waste management The college has minimum e-waste. The waste if any is sold to vendors for recycling.

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

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

B. Any 3 of the above

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

<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <b>1.Restricted entry of automobiles</b> <b>2.Use of bicycles/ Battery-powered vehicles</b> <b>3.Pedestrian-friendly pathways</b> <b>4.Ban on use of plastic</b> <b>5.Landscaping</b>	<b>E. None of the above</b>
<b>File Description</b>	<b>Documents</b>
Geo tagged photos / videos of the facilities	<b>No File Uploaded</b>
Various policy documents / decisions circulated for implementation	<b>No File Uploaded</b>
Any other relevant documents	<b>No File Uploaded</b>
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b>	<b>E. None of the above</b>
<b>File Description</b>	<b>Documents</b>
Reports on environment and energy audits submitted by the auditing agency	<b>No File Uploaded</b>
Certification by the auditing agency	<b>No File Uploaded</b>
Certificates of the awards received	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>
<b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage</b>	<b>C. Any 2 of the above</b>

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

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

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

Institution provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socio economic and other diversities. Different sports and cultural activities organized inside the college promote harmony towards each other. Commemorative days like Women's day, Yoga day also promote tolerance and hormaony. Institute has code of ethics for students and a separate code of ethics for teachers and other employees which has to be followed by each one of them irrespective of their cultural, regional, linguistic, communal socioeconomic and other diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The students and employees are sensitized about the constitutional obligations: values, rights, duties and responsibilities of citizens. Various activities such as santataion, constitutional duties, values and responsibilities of citizens were undertaken in the 07 days NSS Camp and during the celebration of the important days.

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

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

A. All of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Institute celebrates national commemorative days like National Unity Day 31.10.2020, Republic Day and Independence day, Netaji

Subhash Chander Bose Jayanti on 23.01.2021, Voters Day 25.01.2021,

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

**TITLE OF THE BEST PRACTICE: 1.. COVID-19 ISOLATION & QUARANTINE CENTRE** The institution has provided isolation and quarantine facilities to travelers during Covid-19 pandemic. Quarantine is the separation and restriction of movement or activities of persons who are not ill but who are believed to have been exposed to infection, for the purpose of preventing transmission of diseases. Persons are usually quarantined in their homes, but they may also be quarantined in community-based facilities. Goal: The purpose of quarantine during the current outbreak is to augment the Health Department to reduce transmission by: 1. Separating contacts of COVID-19 patients from community. 2. Monitoring contacts for development of sign and symptoms of COVID-19, and 3. Segregation of COVID-19 suspects, as early as possible from among other quarantined persons. **THE PRACTICE & THE EVIDENCE OF THE SUCCESS:** In April, 2020 to November 2020 the institution has provided the isolation and quarantine facilitation centers to the administration to tackle the situation. For this purpose, the college was nominated, augmented with full facility of boarding and loading arrangements. It is in the record; the institutional administration has received almost 500 labourers of different states. Then, these labourers were kept in different quarantine centers with boarding and loading arrangements and most of staff members were kept for their service 24x7. **PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED** Few staff members become victim of Covid-19 infection. The college administration faced difficulty to accommodate the huge number of labourers. The college is having less human resource; it became a hurdle to tackle the situation.

## 2. Democratic Pattern of Management-

Goals : • Decentralization of power.

- To prepare future generation to bear the responsibilities on their shoulders.
- To ensure the participation of each and every one in decision making particularly those who are to implement/execute the decisions.
- To promote innovative thinking among teaching as well administrative staff.
- To involve everyone in order to develop a team spirit.
- To ensure the parity between authority and responsibility.
- Division of work.
- To inculcate the spirit of subordination of individual interest to general interest.

Context : The principal feels free from routine work and devotes more time on planning the best means for the advancement of the institution.

The Practice : In the beginning of each sessions the staff members are assigned different duties according to their ability, aptitude, interest and experience etc. through forming administrative committees. In this practice the guidelines/instructions of the directorate higher education are adhered to. One of the guideline is that for carrying out any work the principal has to form a committee comprising of at least three members. Principal form the various committees after that he is to supervise/ control them for timely accomplishment of goal in a transparent way. Evidence of Success : • Increase in efficiency due to the equal distribution of work. The teaching work is not affected as the teaching staff has to devote time for administrative works in their free periods. • Timely discharge of duties. • Effective and timely utilization of funds and grants. • Involvement of each and every staff members in the development of infrastructure and all round development of students. • No resistance to change due to team spirit. • Everyone is ready to share his responsibility to accomplish the task.

## 3. Campus Beautification by Volunteers-

Goals : • To inculcate the sense of responsibility and community work among students and teachers. • Proper utilization of man power in the college. • To meet the scarcity of supporting staff. • Beautification of college campus, development and maintenance of lawns and greenery by planting saplings of trees and herbal plants. • Sensitization of youth towards maintenance of ecological

system.

**Context :** The college suffers acute shortage of regular supporting staff to look after the lawns and watering of plants, planting new saplings, training and pruning the old trees and shrubs etc. As Mahendergarh is a semi -dry area, it becomes a challenge to maintain the greenery in the college.

**The Practice :** Incharges of NSS motivate the students to join these extension activities as volunteers. These Volunteers, who come from rural background, plant saplings, water the plants and trees, herbs and hedges, develop and maintain the lawns putting in a lot of physical hard work. During the organization of camps and regular social service provided by NSS, the volunteers are free to take decision at their own under the intelligent guidance of the coordinators of these extension activities for the maintenance of lawns and part of campus allotted to them. In this way these volunteers make the college campus green to maintain Eco system. This also helps the college administration facing shortage of supportive staff. **Evidence of Success :**

- The lawns developed in place of sandy area is a proof in itself about the hard work of students.
- Sustained plantation.
- Eco friendly and clean campus

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

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

The college always try to implement the distinctiveness in the work. Our college has a large number of girl students from the surrounding villages. Most of the students from rural areas & poor background, but they are not poor in talent, knowledge and humility. Our college staff identify their talent and encourage them as per our mission statement, 'our aim is to bring the girl students into the main stream of higher education'. This

institution was established on the year 20. The main aim was to provide an opportunity to the rural girl students of this area to pursue the higher education for their development and progress of the family. The PG in three subjects is started. In accordance with mission statement the college gives exposure to the girl students to get an opportunity to participate in every curricular, extracurricular and extension activities very actively. Through the NSS, Red Ribbon, cultural and sports, and, LEARN while EARN scheme the girl student get a stage and dais to develop their academic as well as professional, cultural, social consciousness, alertness, responsiveness. Student welfare offers them the schemes to earn their own by participating in earn and learn scheme to fulfil the partial fees of the education and they can stand on their own independently. The college organises the women empowerment programs for making them confident enough to struggle the battle of life. Various eminent woman personalities are being invited for the guidance on several issues. Special health related Seminars, work shop were organised and health check up camps has been organised to find out the health issues and provided them with Government and private hospital help in the form of consultancy and expenditure. We constructed special girl students to facilitate them. Department of physical Education had given them opportunity to actively participate in sports activities at college level as well as university level. Cultural department provides them with an opportunity to participate in various cultural competitions of the university level, state level. The strength of the college is that Literacy rate is gradually improving in the various villages of Mahendergarh District

The College is very keen at facilitating personal commitment to the educational success of students and thus the Academic committee consisting of Principal / senior faculty members ensure teaching and other activities according to the academic calendar well in advance before the commencement of the session/semester. The faculty members before the commencement of semester prepares the lesson plan, and make it available to the students. So many efforts are being made for the past few years to change the Teaching - Learning environment into activity based learning. Following are the methods adopted to transform the academic environment: ? Changing the teaching methodology by encouraging the faculty to use power point presentation where ever required. Online teaching is facilitated by providing tablet to each regular faculty

? Extensive use of online - content and other Video lectures to support the Class - room teaching. ? Students are encouraged to

present poster and oral paper presentations. Counseling system: ? Every Faculty member is allotted 15-20 students to whom one acts as a mentor. The counselor identifies the academic and personal problems of his/her ward. ? The wards are encouraged to participate both in curricular and extra- curricular activities. ? Extension Lecturers are engaged due to the shortage of regular faculty so that the education of students may not be affected. In addition to the classroom interactions, following are the other methods of learning experiences provided to the students:

? Project work ? Oral presentation ? Seminars/ Symposiums ? Paper presentations/ Group discussions ? Providing access to e-journals and e-books by use of ICT in delivering and learning process

Emphasis is paid to obtain feedback from parents, students, faculty members and alumni through informal contact to obtain information about qualitative changes which are required.

The students play major role in the events like Annual day, Sports day etc., which are being organized by the college and inculcate the qualities of co-operation, co-ordination and team work.

Personality development programs and seminars are being conducted from the first year to improve communication skills & soft skills of the students. Social Responsibility Activities like Go Green Activity through plantation, Blood Donation, visiting nearby villages and helping them according to their requirements.

Achievement: ? Improved students understanding in domain knowledge. ? Improved results and pass percentage. ? Improved placements and opting for higher studies.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

The college proposes following future plan for the year 2021-22  
Renovation of Girls Common Room. Construction of Waste Management Unit/ Polythene recycling. Establishment of new science block. Establishment of new teaching block of 8 rooms.. Making College campus single used plastic free campus. Covid vaccination to all the students of the college.