



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

SAT JINDA KALYANA COLLEGE

NH 704, ROHTAK-BHIWANI ROAD

124113

www.sjkc.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Sat Jinda Kalyana College, Kalanaur (Rohtak) was established in 1971 and is affiliated to Maharshi Dayanand University, Rohtak under grant-in-aid structure of Haryana Government and abides by the rules and regulations of MDU/ State Govt./ UGC. It is governed and managed by Sat Jinda Kalyana Education Society under the auspicious patronage of Mahant Khushhal Dass ji Maharaj. The Governing Body, led by the dynamic and far-sighted President Sh. Shadi Lal Batra Ji (Ex-M.P.), is the Executive Council of the college. Since Brahmleen Jamna Dass ji Maharaj laid the foundation of Sat Jinda Kalyana College in 1971, with a dream to impart quality education to the youth, especially girls of this rural backward area, the college has tirelessly endeavoured to make his cherished Dream a Reality. The college celebrated its Golden Jubilee in 2021. These 50 glorious years were not without challenges and hardships. The biggest challenge we faced was in the year 2016. During the agitation for Jat reservation in February, 2016, the main building of college was torched by the mob. Equipment/computers were looted and property was vandalized. The college suffered a substantial loss of more than Rs. 5 crore. All computer labs, language lab, staff room, staff cabins, administrative block, Principal's office, library etc were turned to ashes. The restoration work soon began and the management played an instrumental role in re-establishment of the infrastructural facilities. The loss was so huge that we are still coping up with the aftermath of this unfortunate event.

The motto of the college is 'Vidya-Vivek-Vikas'. Knowledge (*Vidya*) illuminates the path, showing way to intellectual enlightenment (*Vivek*) and thus development (*Vikas*). Under the collective wisdom of Management & Principal the college offers programmes like B.A., B.Com., B.Sc., B.C.A., APGDCA, M.A. (Geography) and M.Com, emphasizing on the paramount significance of holistic and value enriched education. The college takes pride in its highly qualified and dedicated staff.

Vision

To impart quality and holistic education to the students of this rural area with a motto of 'Vidya-Vivek-Vikas'.

Mission

The college is committed to:

- * Empower rural youth through quality education
- * Make individuals and society value enriched entities
- * Inculcate humaneness, fraternal spirit, social responsibility and the spirit of service
- * Instill the benign values of service (*sewa*), cleanliness (*swacchhta*), non-violence, respect for environment, helpfulness, tolerance, equity and respect for all.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Dynamic and philanthropic management.
2. Highly qualified and dedicated teaching faculty.
3. Work oriented administrative and support staff.
4. Harmonious relation among management, staff and students.
5. Emphasis on value based education.
6. Zero tolerance for sexual harassment and ragging.
7. Outstanding achievement in sports.
8. Empowerment of rural youth through various extracurricular activities.
9. Community linkage/ interaction by organizing activities under various cells/ clubs/ departments in adopted and nearby villages.
10. Eco-friendly campus with water harvesting and energy conservation.

Institutional Weakness

1. Inadequate intake of students.
2. Insufficient research facilities.
3. Lack of funds and resources.
4. Lack of skill/ job oriented courses.
5. Lack of consultative and placement opportunities in the campus.
6. Lack of financial support from government agencies for infrastructural development.

Institutional Opportunity

1. Establishment of Research Centre.
2. Implementation of e-Governance.
3. Upgradation of Library and Laboratories.
4. More industrial collaboration and MoUs.
5. To increase ICT based teaching-learning infrastructure.
6. To introduce new PG courses and Hons courses at UG level.
7. To get prepared for effective implementation of NEP.
8. Upgradation of Centre for Competitive Exams.

Institutional Challenge

1. To reconstruct the infrastructural facilities vandalized during the Agitation for Jat Reservation in

February, 2016.

2. Socio-economic and poor educational background of students.
3. Dropout of students due to early marriage/ financial constraints.
4. Self financing structure of PG, B.Sc., BCA and APGDCA courses.
5. Competition with nearby Govt. colleges/Technical institutions.
6. Attraction of students towards city colleges.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Curriculum/ Syllabus is designed and prescribed by the affiliating university i.e. Maharishi Dayanand University, Rohtak. The college then follows a planned and documented process for its effective delivery. Activities are planned keeping in view the vision, mission and overall development of the students. The academic calendar of the college is kept in tune with the academic calendar of the university. Lesson plans are prepared in advance. These lesson plans are then uploaded on college website and displayed on notice board. Centralized sessional exams are conducted by the examination cell of the college.

The college ensures that through curriculum various cross cutting issues like Gender Sensitivity, Human Values, Professional Ethics are inculcated in students. The college organises various activities under the aegis of different cells/ clubs/ societies from time to time to sensitize students towards the above mentioned issues.

Teaching-learning and Evaluation

S.J.K. College consistently endeavours to improve the system and procedures related to Teaching-Learning and Evaluation. The teachers of the college identify the pace of learning of their students and provide them all sorts of help. Extra coaching and individual guidance is provided to them. Students are encouraged to participate in extracurricular activities to enhance other skills. Educational tours, excursions, field surveys, participation in activities organized by N.S.S., N.C.C., YRC, University Outreach Programme and various other cells/ clubs help in widening their horizon of knowledge.

As part of quality initiatives, centralized sessional examinations are conducted to evaluate the learning level of the students. Internal assessment is awarded to students on the basis of attendance, tests and assignment. Teachers introduce the students to Programme Outcomes and Course Outcomes at the beginning of the session itself. To evaluate the teaching-learning process, feedback from various stakeholders is also collected.

Research, Innovations and Extension

Research:

To apprise the faculty and students of the latest trends in the field of research, college has been organizing various seminars/ workshops/ conferences/ webinars of National and International level from time to time. Our teachers have also contributed in the area of research by participating in various seminars and conferences as

Resource Person, Chairpersons of technical sessions and delegates. Teachers have got their papers and chapters published in various journals/ books of national and international repute. College offers conducive/ favorable environment to nurture the research interest of the students and faculty. Most of the teachers of the college are either Ph.D or pursuing Ph.D, is a reflection of that. One of the teachers is supervising Ph.D scholars also.

Innovations:

Members of the faculty not only work for their own progress in the field of research but also motivate their students to come up with innovative ideas when it comes to participation in science exhibitions or any other competition. MoUs have been signed with various institutions/ academies for meaningful collaboration.

Extension:

S.J.K. College was established with a vision of sharing social responsibility and community work through education. The college aims to transform the lives of the people and serve the humanity in a better way by sensitizing its students to social issues and neighborhood community. College carries out various extension activities and awareness programmes in college/community under the banner of different cells/ clubs/ societies in collaboration with Local Administration/ Hospitals/ Gram Panchayats/ Other bodies. By organising activities like Blood Donation camps, Health Check-up camp, Awareness campaigns on various issues, Cleanliness campaigns and Tree plantation drives etc., college strives for the holistic and sustained development of its students. Various bodies have duly appreciated the contribution of college time and again.

Infrastructure and Learning Resources

Infrastructure along with teaching-learning remains the backbone of any institution. The college has 13 well-ventilated, well-lit class rooms with Wi-Fi/LAN facility out of which 3 rooms are equipped with LCD facility. There are 3 smart class rooms, 02 Geography labs, 02 air conditioned Computer labs, 01 Psychology lab, 01 Physics lab, 01 Chemistry lab. All labs are equipped with latest facilities. The college has a fully automated library equipped with nearly 25000 books. Journals, magazines and newspapers etc. are also subscribed. Library uses Integrated Library Management System (ILMS), Techlib-7 software. Students can also access e-resources at a point in the library meant for that purpose only. A centralized air conditioned auditorium with all modern facilities and a seating capacity of 600 is near completion. CCTV cameras are installed at various places to keep vigil.

College has a Seminar Hall, Examination Room, a room for SC/ST & Minority Cell, Sports Room, Canteen, NCC Room, NSS Room, Guidance & Counseling room, First-Aid Room, Rehearsal Room and Common Room etc. There is a big playground in the college for outdoor activities of the students. A gymnasium with various equipment is also there. As part of Green Campus Initiative, solar panels and solar lights as renewable source of energy and Rain Water Harvesting system to conserve rain water have been installed in the campus. The college has a facility of power generator, water purifier and water coolers etc. There is facility of parking sheds for staff as well as students. Lush green lawns add to the beauty of the college and make it look like Tagore's Shantiniketan.

Student Support and Progression

College has a very conducive, student centric, ragging free campus where students are nurtured with utmost care. To groom personality of the students and for their holistic development, teachers leave no stone unturned. Students are motivated to participate in curricular, co-curricular and extra-curricular activities. Their outstanding performance is duly recognized at various platforms. To upskill the capabilities of students Add-on courses like Animation, Tally, Beauty & Wellness and Artificial Intelligence are being run. The college has established a centre for Competitive Examination to prepare the students for this ever evolving competitive world. With the grant received from UGC, coaching classes for Entry in Services and remedial classes have been conducted. Many students with poor financial background have been benefitted financially by scholarships and freeships provided by the government/ non-government agencies and college. In addition to that many students have fetched jobs in various sectors with the guidance and motivation of their teachers. Students have not only progressed towards higher studies in various academic institutions but also have shown outstanding performance in sports by bagging positions at various State and National levels under the able guidance of their teachers. To build up the confidence and leadership qualities, students are given representation in various bodies like IQAC, NCC, UOP, YRC etc. College has a Grievance Redressal Cell to have a check on unethical, unhealthy practices, unprofessional activities in the campus.

Governance, Leadership and Management

The vision and mission of the college is clearly stated and it is reflected in its governance, leadership and management as well. The college has a well structured organogram and practices decentralisation in all matters. We ensure better academic environment by following participative management. The Governing Body of the college is the apex body with regard to the matters in policy making at the institution level. The management of the college provides the financial assistance and makes sure that adequate infrastructural facilities are made available to its stakeholders. IQAC ensures quality in the working of all academic and administrative functions. It plans, guides and monitors the quality enhancement activities of the college and also ensures effective implementation of strategic plans. The various committees of the college work with transparency and efficiency towards the fulfillment of institutional goals and objectives. The college follows a well defined performance appraisal system and policy of promotion as per UGC/Govt. norms. The faculty is encouraged to participate in seminars, workshops and conferences which gives them the great opportunity to learn new insights from (academicians) and share their ideas with peer group to hone their research skills. IQAC has also organized FDPs to upgrade the ICT skills of the teachers.

Institutional Values and Best Practices

The college provides value based education to its students and strives to inculcate universal values like human values, national integration etc. We celebrate days of national importance like birth and death anniversaries of our national heroes and other eminent personalities, International Yoga Day and International Women's Day etc The college ensures gender equity in all its activities. The college has adequate infrastructure to ensure safety of women and it also has counseling and common room etc. The college has adopted environment and energy conservation measures that include the installation of solar panels and solar lights, use of LED bulbs, bio-pit for disposal of bio-waste etc. Water conservation facilities in the campus include rain-water harvesting system. The college ensures facilities for the differently abled by providing ramps, accessible washrooms etc. The college inculcates the societal values among students by engaging them in various activities organized under the aegis of NSS, NCC, YRC and University Outreach Programme.

The code of conduct for students and staff is prescribed and published on the college website. The College is

committed towards social and community causes.

NAAC

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SAT JINDA KALYANA COLLEGE
Address	NH 704, ROHTAK-BHIWANI ROAD
City	KALANAUR
State	Haryana
Pin	124113
Website	www.sjkc.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Naresh Kumar Dua	01258-222439	8607022439	-	sjkc@rediffmail.com
IQAC / CIQA coordinator	R.k. Bhaskar	01258-223039	9416495934	-	iqacsjkc@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	15-07-1971

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Haryana	Maharishi Dayanand University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	06-04-1976	View Document
12B of UGC	04-05-2010	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	NH 704, ROHTAK-BHIWANI ROAD	Rural	7.625	4760

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/ Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BSc,Science	36	SSC	English	60	12
UG	BCom,Commerce	36	SSC	English,Hindi	80	30
UG	BCA,Computer Science And Applications	36	SSC	English	60	19
UG	BA,Arts	36	SSC	English,Hindi	160	160
PG	MCom,Commerce	24	Graduation	English,Hindi	60	31
PG	MA,Geography	24	Graduation	English,Hindi	45	28
PG Diploma recognised by statutory authority including university	PGDCA,Computer Science And Applications	12	Graduation	English	60	9

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				7				17			
Recruited	1	0	0	1	1	6	0	7	7	8	0	15
Yet to Recruit	0				0				2			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				4			
Recruited	0	0	0	0	0	0	0	0	0	3	0	3
Yet to Recruit	0				0				1			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				14
Recruited	8	0	0	8
Yet to Recruit				6
Sanctioned by the Management/Society or Other Authorized Bodies				7
Recruited	6	1	0	7
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	1	4	0	5	7	0	18
M.Phil.	0	0	0	0	1	0	0	0	0	1
PG	0	0	0	0	1	0	2	1	0	4
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	3	0	3
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	229	0	0	0	229
	Female	298	0	0	0	298
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
PG Diploma recognised by statutory authority including university	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	39	53	76	75
	Female	53	71	96	97
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	37	35	52	47
	Female	40	53	63	67
	Others	0	0	0	0
General	Male	99	102	119	105
	Female	152	178	169	158
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		420	492	575	549

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The NEP 2020 emphasizes on the establishment of multidisciplinary/interdisciplinary HEIs in place of affiliating universities. As per the recommendations, the college aims to become multidisciplinary by 2030 and gradually increase its strength to the desired level. In the Strategic Plan (2020-25) of the college, it has been proposed that new courses shall be introduced so as to allow larger choices for the students.
2. Academic bank of credits (ABC):	The college is affiliated to M.D. University, Rohtak and as an institute we are bound to follow University/State Government norms on the curricular aspects. Presently the college does not have the ABC

	system. Any directions in this regard, shall be followed in letter and spirit.
3. Skill development:	Realizing the importance and the necessity for developing skills among students, the college has taken initiatives in providing training to upgrade and enhance their skills. Various skill enhancement activities are organised on a regular basis. Training programmes such as communication skills, culinary skills, physical training, martial art training is provided to students which helps in their professional development and also helps them in navigating the problems of life. Add-on courses are also offered to students in the college campus. The course of 'Beauty and Wellness' 'Tally ERP9' and 'Animation and Artificial Intelligence' is also offered to the students. These courses equip them with specific skills and put them in an advantageous position. In the light of NEP-2020, it has been planned that various skill development courses shall be introduced in future
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The college is known for inculcating a value system of highest order in the students. We provide value based education including the development of humanistic, ethical, Indian values and universal human values. It has been a long tradition that 'Hawan Ceremony' is organized twice a year in the college, once at the beginning of the new session (in the month of July) and then on the Foundation Day of the college (29th January). The hawan is performed with the aim to preserve the age-old Vedic culture of India and to instill cultural values among the students. As far teaching in Indian language is concerned, the college offers Hindi as a compulsory subject and Sanskrit as an elective subject. The students who do not opt Sanskrit as an optional subject are also encouraged to participate in events such as Sanskrit One Act Play, Shalokasharan and Sanskrit Declamation with the objective of promoting and familiarizing the students with the classical language. The college has organized a national seminar on the importance of Yoga and Ayurveda in the present age, which was an earnest effort to emphasize the importance of inculcating the ancient Indian Vedic System of healthcare. The college is well equipped with IT resources and it can continue the practice of integrating Indian knowledge system using the online course as well.

5. Focus on Outcome based education (OBE):	<p>All the programmes and courses offered in the college are designed by the affiliating university, i.e. M.D.U., Rohtak. At institution level, efforts are made that by the end of course and programme, each student achieves the expected outcome and for that purpose the performance of the students is measured at different levels. The course outcomes and programme outcomes have been clearly stated and it is ensured that teaching learning methodology is student centric and outcome based. Most of the students in the college come from the socially and economically disadvantaged section of the society, so emphasis is laid on mentoring and extending academic support to achieve the expected level of learning outcomes. Apart from the prescribed curriculum, the stated outcomes are centered on developing critical thinking, scientific temper and analytical skills. To enhance their employable skills, emphasis is laid on the development of communication skills through interaction in the class-room, group discussion, presentations. Participation in various extra-curricular activities inculcates the socially responsible behavior. We are moving towards Outcome Based Education where the focus is not only on the competency but also on making a student environment conscious, ethical and a responsible citizen.</p>
6. Distance education/online education:	<p>The college has adequate ICT support to facilitate distance education/online learning. The campus is fully wi-fi and frequently updates its IT facilities on a regular basis. Since the COVID-19 pandemic, online classes and extra-curricular activities have been conducted on digital platforms. The college has also organized international webinars/ workshop, breaking the geographical barriers. The teachers are well versed with the online platforms such as Google Meet, Zoom etc and they have been successfully operating online classes, conducting tests and evaluating assignments. The college has also conducted exams in the online mode and the teachers have also carried out the task of evaluation in the online mode. Further in the Strategic Plan (2020-25), it has been proposed that various e-platforms will be used for blended teaching-learning. Thus the college is all set to adopt the hybrid mode of education and it is competent to run courses in distance education/online education.</p>

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Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
238	212	185	156	156
File Description		Document		
Institutional data prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
07	07	07	07	07

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
527	549	575	492	420
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
213	213	213	175	175

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
153	157	152	100	75

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
25	28	27	24	23

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
29	29	29	27	27

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 14

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
17.21	13.61	17.76	25.97	21.19

4.3

Number of Computers

Response: 62

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4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process

Response:

The college is consistently working towards overall development of the students. The College follows a well planned and documented process to implement effective curriculum delivery.

Curriculum Delivery Planning Process at College Level

- Academic calendar of the university is followed and the time-table is prepared as per the workload submitted by the heads of different departments and according to the norms of the university/DGHE Haryana.
- Lesson plans for each semester are prepared well in advance and displayed on the notice board and college website. The Lesson plans are periodically reviewed by the committee constituted for the purpose and timely completion of the syllabus is ensured.

Curriculum Delivery Process

- The process of curriculum delivery is complemented by various activities that are organized from time to time. In order to build confidence and implant participative learning group discussions, presentations, quizzes are organized.
- In order to impart practical knowledge screening of course related movies/documentaries, field surveys, educational tours are organized.
- At the end of the session, feedback is obtained from the students to find out whether the stated objectives of the curriculum are achieved in course of implementation. Feedback once taken is analysed by the IQAC of the college. After thorough discussion and deliberation, necessary steps are taken to improve the curriculum delivery.

File Description	Document
Link for Additional information	View Document

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

The institution adheres to the academic calendar of the affiliating University. The Institution prepares its own academic calendar in tune with the academic calendar of the University. All the components of CIE namely assignments, seminars, test papers and projects are conducted on time as scheduled in academic

calendar. The college conducts and evaluates Environment Science and Computer Science examination on its own. The teachers prepare their lesson plans well in advance before the commencement of the semester keeping in mind the schedule of tests and assignments. The academic calendar as well as the Lesson plans are displayed on notice board and college website for reference of the students. Group discussions and presentations are also organized on a regular basis to evaluate their understanding of the subject. Apart from this, centralized sessional examinations are conducted for which the date sheet is prepared well in advance and displayed on the notice board as well as on the College website. The examination cell of the college executes the sessional examinations in a meticulous manner. Mentors in their respective mentoring classes monitor the progress of their mentees and the same is communicated to their parents telephonically and during Parent-Teachers Meet.

File Description	Document
Link for Additional information	View Document

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 last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

Response: A. All of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document

1.2 Academic Flexibility

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

Response: 42.86

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

Response: 3

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	View Document
Institutional data in prescribed format	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 9

1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	2	3	0

File Description	Document
List of Add on /Certificate programs	View Document
Brochure or any other document relating to Add on /Certificate programs	View Document
Any additional information	View Document
Link for Additional information	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 8.88

1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
51	52	60	73	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment

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

Response:

The institution integrates mentioned cross-cutting issues in tune with the broad objectives of curriculum specified by the affiliating University. The curriculum of the programmes/courses offered by the Institution is designed by the parent University. However, the Institution organizes various co-curricular activities to address the issues as described below :

Professional Ethics : Professional ethics is an integral part of the curriculum in all courses. Values and principles of professional ethics are inculcated in students during the classroom teaching. Values such as honesty and integrity are indispensable attributes which a professional must have and these values are instilled in the students through the curriculum and other activities where students learn to make a choice : what is right over what is convenient. When individuals have these values, they also learn the appropriate behavior, which helps them in adopting professional ethics required to work in organizations in future.

Gender sensitization : The Women Cell, NSS, NCC, YRC & Legal Literacy Cell of the Institution organize Extension Lectures, Poetry Recitation, Slogan Writing, Declamation contests on issues related to Women such as Sex Ratio, Menstrual hygiene, Domestic Violence, Dowry, Education of Girl Child, Child marriage etc. Reservation policies, Constitutional provisions especially for women, are educated about in the subject of Political Science. Demographics on gender balance/issues are covered in Geography and Economics. The literature of Hindi, English and Sanskrit portray gender issues and sensitize students about these issues.

Human Values : Human values cannot be circumscribed to the prescribed curriculum of any course. In our institution it is a part of conversation in every single course. Teachers impart the value of truth, honesty, loyalty, peace during curriculum delivery and mentoring sessions. Apart from that, on the commencement of each session and Foundation Day of college, a Havan Ceremony is organized every year. Mahant (the leading Head) of the religious society (Tikana) that runs the College, addresses the students. In his address, his thrust remains on human values. As has rightly been said that actions speak louder than words, the institution organizes various activities like Blood Donation Camps and Community services are carried out by N.S.S. and N.C.C. units.

Environment & Sustainability : The importance of saving our ecosystem is more critical today than ever. Environment Studies is taught as a compulsory subject in the first year of all undergraduate programmes offered by the Institution. In addition to it, Environment club in collaboration with various cells of the College like N.S.S., N.C.C., University Outreach Programme and Y.R.C plans and executes various activities such as tree plantation and cleanliness drives. Environment Day i.e. observed every year to disseminate awareness to keep surroundings clean and green. To give the citizens of tomorrow a clear understanding of the ecosystem, various extension lectures and competitions are organized on topics like Water Conservation, Ban on the Use of Plastic, Depletion of Ozone Layer etc. A national level webinar on the topic 'Ecosystem Restoration' was also organised by the Dept of Geography on the occasion of World Environment Day.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 3.26

1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
6	6	6	6	6

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	View Document

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 54.46

1.3.3.1 Number of students undertaking project work/field work / internships

Response: 287

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni

Response: A. All of the above	
File Description	Document
Any additional information (Upload)	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback process of the Institution may be classified as follows: Options:	
<ol style="list-style-type: none"> 1. Feedback collected, analysed and action taken and feedback available on website 2. Feedback collected, analysed and action has been taken 3. Feedback collected and analysed 4. Feedback collected 5. Feedback not collected 	
Response: A. Feedback collected, analysed and action taken and feedback available on website	
File Description	Document
Upload any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 54.91

2.1.1.1 Number of students admitted year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
200	220	243	213	233

2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
440	440	440	360	360

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 57.57

2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
120	106	134	111	97

File Description	Document
Average percentage of seats filled against seats reserved	View Document
Any additional information	View Document

2.2 Catering to Student Diversity

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

Response:

Students are the primary stakeholders of any institution. The students enrolled in our institution are of diverse socio-economic backgrounds. Since the college is situated in a rural area, majority of the students come from rural background. The college identifies the slow, average and advanced learners and makes efforts to address their needs. As a general practice, in the initial days of teaching, the teachers ascertain the learning levels of the students on the basis of their background, past performance and oral class tests. Mentors assigned to the students also identify the pace of learning of their respective mentees. A systematic evaluation process is used to assess the learning level of the students which consists of class tests, assignments, presentations, projects etc.

Special programmes for slow learners :

Slow learners are provided with extra coaching and individual guidance after the class hours. The teachers address their doubts and problems and give them personal attention. The college has provided remedial coaching to the students who were identified as slow learners by their teachers.

Special programmes for advanced learners :

Students are encouraged to participate in various co-curricular activities which offer them an infinite range of possibilities to develop their self-esteem, social skills, time management skills and overall development of personality. They are also motivated to contribute their write-ups for the college magazine 'Vidyankur'. In addition to this the Scholar's Club of the college provides Book-Bank facility to the meritorious students. Career Counseling & Placement Cell of the college also conducts various activities to identify and enhance their skills.

File Description	Document
Past link for additional Information	View Document

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

Response: 21.08

File Description	Document
Any additional information	View Document

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

Response:

The College strives to supplement the University's curriculum so that the Institution's goal and objectives i.e. 'Vidya-Vivek-Vikas' be met. To achieve the same the College has adopted various methods of experiential and participative learning and has been using problem solving methodologies for enhancing learning experiences .

Experiential Learning

- Field surveys are integrated into the course structure of Geography and Environment Studies.
- For better understanding of various relevant themes and issues, adapted movies/documentaries are screened.
- Educational tours are organized which provide the students an opportunity to explore new environments and cultures.
- Visits to Industries expose the students to the world of practical knowledge to hone their skills and abilities.
- The lab work and project work give the students an opportunity for experiential learning.

Participative Learning

- Students participate in various outreach programmes, social and extension activities.
- The students are involved in various bodies including IQAC, NSS, NCC, YRC, Outreach Programme and Student Council through which the participative learning of students is enriched.
- Through participation in Group discussions, Presentations, Quiz Competitions, Declamation and other competitions.
- Students participate in Inter-College, Inter-University, State and National level, Sports and Cultural competitions.

Problem Solving Methodologies

- Assignments are given so that the students enhance their hands on experience in problem solving.
- Quiz contests/Sudoku contests are conducted from time to time to keep the students in a competitive environment.
- Students learn different approaches to tackle real life problems effectively by studying humanities and literature. Through written assignments and group discussions the students are given the opportunity to solve complex social problems and various moral dilemmas, thereby their real life problem solving skills

are developed.

File Description	Document
Link for additional information	View Document

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

The ICT enabled infrastructure of the institution includes specifically designed smart class rooms. All classrooms have been furnished with the provision to connect with a projector. There is a separate PC and Printer in the staff room and e-resource access point for staff as well as students in the library of the College. There are two computer labs with 62 computers which are internally networked through LAN. The LAN is connected to the internet via a broadband leased line which is useful to provide the speedy internet connection to the network devices. The faculty is regularly updated with use of ICT through FDPs organized in College. Teachers enhance their technological skills by attending various workshops, seminars and FDPs.

Lesson Plans and syllabus of all the courses offered by the institution are uploaded on the College website. Faculty members share e-content in the form of PPTs (PowerPoint Presentations), educational videos, course related documentaries and movies and PDF documents etc. The content is further updated in the e-content module section of the college website. Students are encouraged to make use of resources provided by NPTEL, SWAYAM and other such portals. The college provides Laptop to the faculty members as and when required.

Since the COVID-19 pandemic disrupted the traditional mode of teaching, the teachers of the college adopted virtual platforms like Google Meet, Google classroom, Zoom, Youtube, etc to conduct their classes online. Various State, National, International Level competition like poster making, slogan writing, poetic recitation, quiz competition were organized by the college in online mode.

File Description	Document
Upload any additional information	View Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View Document

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

Response: 25.1

2.3.3.1 Number of mentors

Response: 21

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality**2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years****Response:** 89.99

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)**Response:** 49.59**2.4.2.1 Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
13	14	13	12	11

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	View Document
Any additional information	View Document

2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)	
Response: 16.14	
2.4.3.1 Total experience of full-time teachers	
Response: 403.6	
File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	View Document
Any additional information	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode	
Response:	
<p>The mechanism of internal assessment is transparent and robust in terms of frequency and mode. System of Continuous Internal Evaluation has been adopted in all the courses of the College. Class-tests, presentations, group discussions are conducted on a regular basis to assess the performance of the students. Apart from this, centralized sessional examinations are conducted for which the date-sheet is prepared well in advance and displayed on the notice board as well as on the College website for the reference of the students. The Examination Cell of the college conducts the sessional examinations in a meticulous manner. The evaluated answer sheets are shown to the students in the respective classes. The students go through them and get to know about their performance. Mistake or complaint regarding assessment is clarified at the earliest. The internal assessment is awarded to the students as per the university norms, i.e. on the basis of attendance, tests and assignments.</p>	
File Description	Document
Link for additional information	View Document

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

Response:

Students are the soul of any academic institution, and the institution has undertaken initiatives to develop a mechanism to deal with internal examination related grievances. The Examination Cell of the College takes care of the internal examination right from the preparation of the date-sheet, conduct of the exams, declaration of the results and any examination related grievance of the students. The answer books are shown to the students in the class and if there is any mistake in evaluation, the problem is resolved on the same day. There is also a provision to make an appeal to the Examination Cell within 10 days of the declaration of the result which makes it transparent, time-bound and efficient.

File Description	Document
Link for additional information	View Document

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.

Response:

Keeping in consideration the student centric approach, the affiliating university designs the curriculum. In the same vein the college too adopts outcome based education as it is the need of the hour. All programmes offered by the college have learning objectives. Programme outcomes and course outcomes are an integral part of the vision, mission and objectives of the institution. As far as the communication of these learning objectives is concerned, following mechanism is followed :

1. Programme Outcomes and Course Outcomes are uploaded on college website and displayed on notice boards.
2. In the Orientation/Induction Programmes organized for the new students of UG and PG courses, the broad outcomes of all the programmes are communicated. They are also apprised of all possible prospects in that field.
3. Various extension lectures by renowned academicians add to knowledge of the students regarding this.
4. The Placement and Information Cell of the college keep organizing such programmes as to make students aware of various job opportunities/ career options available to them in that specific area.
5. During Alumni meetings, alumni share their experiences with the students about the opportunities available after the completion of various courses.
6. Faculty members are always encouraged to attend the seminars/workshops to attain more competencies to enrich the learning outcomes. Teachers during teaching communicate the same to students.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	View Document
Upload any additional information	View Document

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

Response:

The attainment of programme outcomes and course outcomes are evaluated by the institution in following ways :

- Attainment of programme outcomes and course outcomes are reflected in students' performance in examination. A system of Continuous Internal Evaluation has been adopted by the College where a series of evaluative methods such as class tests, sessional examinations, presentations and group discussions are used as yardsticks to measure the level of attainment.
- Performance of final year students and their progression in higher studies is another indicator. Placement/Employment of the alumni in public and private sectors/institution is also a measure of attainment of the various outcomes.
- To evaluate the outcome of any process, feedback (from various stakeholders) remains an important component. The IQAC of the College collects feedback from students, alumni, teachers and employer regarding the attainment of Programme Outcomes and Course Outcomes. The feedback form covers the entire gamut of course content, quality of teaching, delivery mechanism, student satisfaction and employability aspect to assess the efficacy of the ongoing system of teaching and learning.

File Description	Document
Paste link for Additional information	View Document

2.6.3 Average pass percentage of Students during last five years

Response: 61.53

2.6.3.1 Number of final year students who passed the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
88	90	84	62	44

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
143	149	141	93	74

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View Document
Upload any additional information	View Document
Paste link for the annual report	View Document

2.7 Student Satisfaction Survey**2.7.1 Online student satisfaction survey regarding teaching learning process****Response:** 3.55

File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document
Upload any additional information	View Document

Criterion 3 - 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, Chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description

Document

List of endowments / projects with details of grants

[View Document](#)

3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)

Response: 0

3.1.2.1 Number of teachers recognized as research guides

File Description

Document

Institutional data in prescribed format

[View Document](#)

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

3.1.3.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

3.1.3.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
4	4	4	3	3

File Description	Document
List of research projects and funding details	View Document

3.2 Innovation Ecosystem

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

Response:

Institution has created an ecosystem for innovations firstly by recruiting highly qualified, meritorious and dynamic faculty. The faculty members are further encouraged to enhance their teaching and research skills by participating in FDPs, seminars and conferences. The college has established an Entrepreneurship Development Cell with the objective to motivate and encourage young students to develop their entrepreneurial skills and to be innovative. Educational tours are organized to give exposure to industrial sector. Students are encouraged to participate in science-exhibitions where they get the opportunity to apply their innovative ideas. The college also organises 'Diwali Mela' which provides a platform for the budding entrepreneurs to be innovative and enhance their skills. In addition to this the college offers add-on courses on 'Beauty & Wellness', Tally, Animation and Artificial Intelligence.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
List of workshops/seminars during last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years	
Response: 0	
3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years	
3.3.1.2 Number of teachers recognized as guides during the last five years	
File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years											
Response: 0.43											
3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.											
<table border="1"> <tr> <td>2020-21</td> <td>2019-20</td> <td>2018-19</td> <td>2017-18</td> <td>2016-17</td> </tr> <tr> <td>0</td> <td>1</td> <td>3</td> <td>2</td> <td>5</td> </tr> </table>		2020-21	2019-20	2018-19	2017-18	2016-17	0	1	3	2	5
2020-21	2019-20	2018-19	2017-18	2016-17							
0	1	3	2	5							
File Description	Document										
List of research papers by title, author, department, name and year of publication	View Document										
Any additional information	View Document										

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.55**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 last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1	2	7	2	2

File Description	Document
List books and chapters edited volumes/ books published	View Document
Any additional information	View Document

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 last five years.****Response:**

The institution was established by Mahant Jamna Dass Ji with a vision of sharing social responsibility and community work through education. The same sense of community service for their holistic development is ensured by the various cells and societies of college such as N.S.S., N.C.C., Youth Red Cross Society, University Outreach Programme etc. The institution aims to transform the lives of the people and serve the society /humanity in a better way by sensitizing the students to social issues as well as the neighborhood community. The students as well as the staff engage itself in the holistic and sustained development through various activities.

The extension activities range from :

- Organization of Blood-Donation Camps.
- Awareness Drives on Beti Bachao-Beti Padhao, Swachh Bharat , Drug Abuse, Evils of Dowry System, Female Foeticide
- Rallies on Voter awareness, AIDS awareness
- Extension activities on Gender Sensitization, Women Empowerment, Awareness of Traffic Rules etc.
- Environment awareness activities such as Poster Making/Slogan Writing on Save Water-Save Earth, Save Electricity, Plastic Free Environment etc.
- Tree Plantation, Health Check up Camp and many more

Impact of the extension activities

Exposure to extension and outreach activities sensitize the students towards social issues like gender

discrimination, girl child education, cleanliness, environment consciousness, health education etc. The activities led to imbibing of social and environmental accountability.

Activities like blood donation camps and awareness rallies give the students a chance to serve humanity and develop a sense of social service.

Through participation and organization of various extension activities, the students get a wonderful platform to mingle with each other and acquire effective communication skills, leadership skills, teamwork and time management skills.

File Description	Document
Upload any additional information	View Document

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 19

3.4.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
2	3	5	5	4

File Description	Document
Number of awards for extension activities in last 5 year	View Document
e-copy of the award letters	View Document

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 134

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

2020-21	2019-20	2018-19	2017-18	2016-17
22	48	26	22	16

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document
Any additional information	View Document

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 72.63

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 last five years

2020-21	2019-20	2018-19	2017-18	2016-17
334	463	345	398	313

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document
Any additional information	View Document

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 5

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

2020-21	2019-20	2018-19	2017-18	2016-17
2	3	0	0	0

File Description	Document
e-copies of related Document	View Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	View Document

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 8

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

2020-21	2019-20	2018-19	2017-18	2016-17
4	4	0	0	0

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

Criterion 4 - 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.

Response:

Infrastructure along with teaching-learning is the backbone of any institution. The campus is spread over an area of 7.6 Acres. The college has 13 well furnished ventilated, spacious classrooms. 3 rooms are equipped with LCD Projector facility. 7 class rooms are equipped with wi-fi/LAN facility. There are 3 smart class rooms , 02 Geography Lab, 01 Psychology Lab, 02 Computer Labs (fully air conditioned), 01 Physics Lab & 01 Chemistry Lab. All the labs are well equipped with latest apparatus/equipments and are set up as per M.D. University & Haryana Govt. norms and include all safety measures.

The College has 01 seminar hall with ICT facility to conduct seminars, workshops and other extension activities for students and members of staff as well. The College has a multipurpose auditorium with a seating capacity of 600 people. The college library with a seating capacity of 150 students is well equipped with reference and textbooks, journals, magazines, newspapers etc. It also has an e-resource access point for staff and students. The College offers a book bank facility to students where students are issued a full set of books on merit and need basis. There is a separate PC and printer in the staff room with the internet facility.

File Description	Document
Paste link for additional information	View Document

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

Response:

Facilities for Cultural Activities

Besides academic pursuit, the institution encourages students to achieve all round personality development. To support various cultural activities, there are following facilities in the institution :

- An auditorium with a seating capacity of 600, to organize events like Talent Hunt, Alumni Meet, Prize Distribution Function etc.
- A seminar hall to conduct Seminars, Workshops, Poetry –Recitation, Declamation Contests, Poster Making, Slogan Writing etc.
- A special Guidance & Counseling Cell to address various psychological issues of the students.

- A rehearsal room equipped with Mic and audio system, harmonium, guitar, tabla and musical keyboard etc.
- An open stage to celebrate events like Lohri Festival, Pledge taking ceremonies etc.
- An entrance hall to conduct morning assemblies, hawan ceremonies etc

Facilities for Yoga

The college has ample space and mats to organise Yoga camps.

Facilities for Sports

The College has adequate infrastructure for harnessing the potential of the youth and promoting student's interest in sports. The college has played a proactive and supportive role in grooming students. Specific spaces have been earmarked for extra-curricular activities and are made available to students. The area of the playground is 211092 sq. ft. Gym is equipped with all machines for (exercises to improve or maintain) body fitness.

- Three Bench Press, one treadmill, eight mats are available. There are 400 Mtrs running track and 200 Mtrs. (Standard Track) running track with 8 lanes. Central part of the track is utilized as ground for Kabaddi, Kho-Kho and Cricket . They are used alternatively as per need. Along with this, we have plenty of space available for games like football, basketball, volleyball and handball. The Multi-purpose Hall is used for playing indoor games such as Table Tennis, Badminton, Boxing, Chess, Judo, Jump rope and Carrom, etc.

Our Sports unit has a track record of participating and winning matches at Zonal, University, Inter University & National levels. Many of our students have represented in the affiliating university teams at different levels. We have plenty of equipment necessary for all indoor and outdoor games. We also use ICT tools for training purpose.

Specification of Gymnasium: College provides facilities for sportsmen and players by providing various facilities. College has a special gymnasium of 2444 sq. feet area with equipments for :

- | | |
|-----------------------------------|--------------------------------------|
| 1. Bench press (for One exercise) | 2. Bench press (for Three exercises) |
| 3. Chin-up exercise | 4. Thigh exercise |
| 5. Shoulder exercise | 6. Hip exercise |
| 7. Shoulder press exercise | 8. Knee exercise |
| 9. Double bar exercise | 10. Push up exercise |
| 11. Pulley Exercise | 12. Standing Pulley |

exercise

- Other Equipment and Facilities**

- | | |
|--------------|-----------------------|
| 1. Hurdles | 2. Sports Accessories |
| 3. Yoga Mats | 3. Push Up Stand |

- Indoor Games**

- | | |
|-----------------|--------------|
| 1. Chess | 2. Jump Rope |
| 3. Carrom | 4. Badminton |
| 5. Table Tennis | 6. Boxing |

File Description	Document
Paste link for additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Response: 28.57

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 04

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View Document
Upload any additional information	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 194.51

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
73.91	42.72	6.06	16.77	27.65

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	View Document
Upload audited utilization statements	View Document
Upload any additional information	View Document

4.2 Library as a Learning Resource

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

Response:

The College has a central library with textbooks as well as reference books totaling 24917 with a separate section for SC/ST & Minority Cell. There is also a large number of subscribed magazines, newspapers and journals. The library is fully automated and uses Integrated Library Management System (ILMS) Techlib 7 software (7 version). It was automated in the year 2015. The library is computerized and also has OPAC and Inflibnet N-List Consortia which provides remote access to e-resources such as e-journals, Shodhganga free access and e-books. The library is Wi-fi enabled and has an e-resource access point for staff and students which provides access to more than 6000 e-resources. There is a user ID and password based facility for all faculty members so that they can have a remote access to e-resources.

File Description	Document
Upload any additional information	View Document
Paste link for Additional Information	View Document

4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

Response: A. Any 4 or more of the above

File Description	Document
Upload any additional information	View Document
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	View Document

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 1.38

4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0.063	1.06	2.20	1.43	2.16

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e-journals during the last five years (Data Template)	View Document
Audited statements of accounts	View Document
Any additional information	View Document

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year

Response: 34.42

4.2.4.1 Number of teachers and students using library per day over last one year

Response: 190

File Description	Document
Details of library usage by teachers and students	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

It is a known fact that IT in education plays a pivotal role in making the process of learning more effective and faster. Details of IT facilities available in college are as follows :-

- 3 ICT enabled classrooms (Smart Boards/LCD/LED/Projectors)
- 60 Computers with LAN
- 6 Projectors
- 2 Laptops
- CCTV Cameras
- Web Cameras and Microphones
- Printers & Scanners
- Photocopier
- Smart phones
- Tech Lib.7-ILMS Software
- Quick Heal Antivirus
- MS Office
- Window OS
- Open source softwares like Python, Adobe Reader, MySQL etc.

For effective curriculum delivery, college has facilitated the wi-fi accessibility to the faculty. Teachers as well as students can access e-resources in library. Many teachers deliver their lectures through PPTs. During COVID, teachers have used various platforms like Google Meet, Zoom etc. to take online classes. Documentary films on HIV/AIDS, Blood Donation, National Integration, adapted movies on plays/novels prescribed in syllabus are screened for students. Online meetings, workshops and seminars have also been organized time to time using the IT facilities

IT facilities are availed of by the college for various other purposes like online admission process, DBT (Direct Benefit Transfer) of Post Matric Scholarship, Online submission of examination forms and online uploading of internal assessment etc. The college website, Facebook page and Instagram page reflect all sorts of activities organized by the college. The information about the upcoming events is also uploaded on these platforms. Faculty as well as students connected with college through Whatsapp groups.

As per requirement, IT equipment are maintained by giving AMC. Measures like installation of Anti Virus periodically, updation of software, replacement of cartridges in printers, are taken for maintaining and utilizing IT facilities. Maintenance of CCTV camares and renewal of AMC are done regularly.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.3.2 Student - Computer ratio (Data for the latest completed academic year)**Response:** 8.5

File Description	Document
Upload any additional information	View Document
Student – computer ratio	View Document

4.3.3 Bandwidth of internet connection in the Institution**Response:** A. 250 MBPS

File Description	Document
Upload any additional Information	View Document
Details of available bandwidth of internet connection in the Institution	View Document

4.4 Maintenance of Campus Infrastructure**4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)****Response:** 58.42**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
5.69	12.51	10.97	9.87	14.27

File Description	Document
Upload any additional information	View Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View Document
Audited statements of accounts	View Document

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.

Response:

The institution takes great care in maintaining and utilizing all of the above facilities. These facilities are upgraded and augmented from time to time. Some of them are maintained by an Annual Maintenance Contract (AMC) given to concerned agencies as per the need. The other academic facilities are maintained at college level by various committees. The stock verification is done from time to time.

Laboratories : The college has 07 laboratories catering to the needs of various departments. Lab equipment are inspected by the teacher incharge and lab attendant before the commencement of lab practicals. Stock registers and user registers are also maintained in the respective labs.

Library : The college has a large collection of textbooks, reference books, journals, magazines etc under various classifications. The computers in the library have ILMS software installed in them. The library provides facilities such as OPAC and INFLIBNET. The library staff maintains the library and keeps it well sorted and the support staff of the college keeps it clean. The librarian supervises the library and ensures noise and disturbance free environment in the library. There is a 'Library Advisory and Book Bank Committee' which includes librarian and teachers. This committee recommends the purchase of various books, journals and magazines according to the requirement of the teachers and students. The same committee recommends to issue books under book bank facility to meritorious students as well as to financially weak students.

Classrooms and Smart Class Rooms : The college emphasizes on quality of class rooms including all the basic facilities like fan, lighting, white board, furniture etc. All facilities are well maintained. The electrical maintenance is done on a regular basis and cleaning of the rooms is taken care of by the supportive staff. The upkeep of smart classrooms are also taken care of by the supportive staff of the college and technical equipment are maintained by AMC given to external agencies.

Sports Amenities and Gymnasium : All sports amenities including the equipment of the gymnasium are under the Department of Physical Education. A sports room houses sports utilities. The maintenance and cleaning is done regularly by the support staff of the college. These facilities are utilized by the students and a register is maintained to keep a record of sport items and equipment issued to students.

First Aid / Dispensary: There is a designated room where first-aid facilities are available for staff and students. The First Aid / Dispensary Committee of the college checks that the items are in good working order and are within the expiry date. The items are purchased as per the need. The first- aid facility is utilized by students as well as staff on SOS basis.

Computers: The Department of Computer Science and Applications oversees the maintenance of computers and related devices. The lab attendant helps in the upkeep of equipment. For maintenance and regular updation, AMC is given to external agency.

Other facilities : All other facilities like college bus, power generator, water purifier and water coolers etc. are maintained regularly. Committees like College Building Committee and Canteen Committee have also been constituted for the upkeep of college building and canteen respectively.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

NAAC

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 29.22

5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
175	178	158	147	97

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	View Document
Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)	View Document

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 6.18

5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
13	42	45	52	10

File Description	Document
Upload any additional information	View Document
Number of students benefited by scholarships and freships institution / non- government agencies in last 5 years (Date Template)	View Document

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	View Document
Any additional information	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 24.08

5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	343	50	179	54

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: A. All of the above

File Description	Document
Upload any additional information	View Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 13.83

5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	7	33	11	24

File Description	Document
Upload any additional information	View Document
Self attested list of students placed	View Document
Details of student placement during the last five years (Data Template)	View Document

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 100.65

5.2.2.1 Number of outgoing student progression to higher education during last five years

Response: 154

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education (Data Template)	View Document
Any additional information	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 0

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	View Document

5.3 Student Participation and Activities**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural**

activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 42

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) year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
02	14	04	10	12

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	View Document
e-copies of award letters and certificates	View Document

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

Response:

The college strives to empower the students by involving them in various decision making bodies. As the students are the main stakeholders of any institution, the ability to see the situation from their perspective makes the functioning and governance more transparent.

Students' representation in various bodies :

IQAC : For ensuring continuous improvement in the entire working of the institution and to give students a legitimate voice, two students are nominated for a period of two years.

NCC : The N.C.C. unit of the college also provides an opportunity to the cadets to play leadership roles by actively organizing various events. Cadets are appointed as U.O. (Under Officer), SGT (Sergeant), Q.M.SGT (Quarter Master Sergeant), CPL (Corporal), L/CPL (Lance Corporal) to perform various duties.

NSS : There are two units of NSS in the college. In both of these units, students are given opportunities to play active role as volunteers in the organization of Seven Days' Special Camp, tree plantation drives and awareness drives etc. On the basis of their contribution students are judged as 'Best Volunteer' also.

YRC : Students as volunteers are given responsibility of spreading awareness regarding certain issues like

HIV/AIDs and importance of Blood Donation etc.

Various cells/bodies like University Outreach Programme, Road Safety Club, Anti Sexual Harassment Cell and Anti-Ragging Committee also have student representation.

Student editors are appointed for various sections of College Magazine 'Vidyankur'.

Apart from this, the students of the college are actively involved in organizing various events/workshops/seminars etc.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 63

5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
40	84	80	65	46

File Description	Document
Report of the event	View Document
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	View Document

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

Response:

Alumni are the real asset of an institution. They not only bring laurels to the institution but also play a

vital role in the future growth of the institution. We have the privilege to put on record that most of the alumni of our college are well settled in their professional lives and have achieved great heights in various fields. The alumni of the college stays in touch with their alma mater and give their valuable suggestions time and again for the development of the college. Alumni meets are organized on a regular basis. These meets provide them a common platform where they can reunite with their batch mates as well as with present students and teaching faculties. Their views, experiences and feedback play an important role in designing policies and academic materials for better student's progression.

The alumni stay linked with the college and among themselves through Facebook, Whatsapp groups and other social media platforms. The college alumni association endeavors to create and strengthen life long bonds between the college and its alumni. In addition to this, MoUs with some alumni have also been signed for providing guidance in the field of sports/physical training.

Contribution of alumni towards college are as under :

- Participation as resource person/speaker in extension lectures and seminars.
- Experiential knowledge sharing to outgoing students in their area of expertise.
- Development and quality enhancement of the college through their feedback.
- Contribution in policy making decisions as nominated members of IQAC.
- Financial contribution in the development of the college.
- Guidance/training to students in various sports, cultural and literary activities.
- Enrichment of college magazine 'Vidyankur' by contributing articles/write-ups.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

Criterion 6 - 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

Response:

The institution is known for providing skill-integrated, quality and holistic education, transforming the students to be competitive, employable and responsible citizens.

Vision

To impart quality and holistic education to the students of this rural area with the motto of 'Vidya-Vivek-Vikas' .

The College, since its inception in 1971, is striving to achieve excellence in academic activities to a great extent and has been successful in achieving its vision. The institution has been imparting quality education with meticulous planning in consonance with its mission.

Mission

The College is committed to :

- Empower rural youth through quality education.
- Make individuals and society value enriched entities.
- Inculcate humaneness, fraternal spirit, social responsibility and the spirit of service.
- Instill the benign values of service (sewa), cleanliness (swachhhta), non-violence, respect for environment, helpfulness, tolerance, equity and respect for all.

The institution is governed by the Governing Body of the Sat Jinda Kalyana Education Society which is a registered body. The President is the head of the governing body. The Management, the Principal and the faculty members always go hand in hand in designing and implementing policies and plans keeping in mind the vision and mission of the Institution. Any policy matter related to the welfare of the students and development of the college is discussed in meetings of the Governing Body of the College, IQAC, College Council and Staff to take the decisions accordingly.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

File Description

The institution follows a decentralized and participative management approach in all academic and administrative affairs, initiatives and decision making by involving conveners and coordinators of various committees, heads of all departments and faculty members. The constitution of various decision making bodies speak evidently of the participative nature of management. All important functionaries and the faculty are involved in the decision making and policy formulation process. Faculty representation in the Governing Body of the College is provided by election. Students also have representation in various committees and cells.

The college encourages active participation and involvement of all the staff members by inviting their views and suggestions. Also, the college has constituted various committees which require participation from all the members of teaching staff. Following example can best explain the decentralization and participative management in the institution.

Case Study : The institution organizes various activities, all of which reflect decentralization and participative management. The IQAC of the College organized a NAAC sponsored National Seminar on “Recent Trends in Higher Education” on 02.02.2019, and it is a conspicuous example of how decentralization and participative management has been adopted as an organizational structure. Decentralization is the philosophy of the management of the College and in this case also, decentralization was observed. Separate committees were constituted to take care of the respective functions like Organizing Committee, Welcome Committee, Registration and Certificate Committee, Purchase Committee, Printing Committee, Stage Management Committee, Hospitality Committee, Seating and Mic Arrangement Committee, Decoration Committee, Photography Committee, Discipline Committee, Press/Media Committee. These committees took care of their respective areas and all the members of the staff participated in organizing this event. The decisions related to these activities were jointly taken by these committees. Meetings were held and tasks were assigned to the members of the team to execute the tasks properly. The work was distributed in various committees, and each committee had the liberty to take its decision.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

File Description

Quality improvement strategies are adopted by the institution regarding teaching-learning, examination and evaluation, research and development, Library, ICT and Physical Infrastructure/Instrumentation, Human Resource Management, Industry interaction/Collaboration, admissions of students etc. The institution prepares 5 year strategic plans and various strategic committees are put in place to effectively deploy the plans. The developmental plans are prepared in accordance with the vision and mission of the institution. On the recommendations of NAAC Peer Team for quality enhancements of the institution, various perspective plans have been deployed in the last 5 years.

Description of one activity successfully implemented based on the strategic plan is as follows:

Introduction of B.Sc. (Non-Medical) on Self-Finance Basis:

The institution is committed towards community service and transformation of society and with this view the institution endeavors to introduce new courses and programmes to benefit the aspiring students in the vicinity. B.Sc. (Non-Medical) was introduced in the session 2018-2019 to cater to the needs of the students in this area. B.Sc. (Non-Medical) was not offered by any institution in the vicinity and the students from nearby villages had to commute to cities to pursue the course. Due to this many students especially from rural background could not pursue the course of their choice. On the basis of suggestions and feedback from all stakeholders; it was proposed that this new course be introduced.

The IQAC of the college played a significant role by initiating the process. Suggestions were made and after deliberations in its meetings, it was unanimously decided that B.Sc. (Non-Medical) on self-finance basis be introduced. It was put in 5 year strategic plan (2015-2020) and the process was initiated. The proposal for the same was eventually passed by the Governing Body of the college. The proposals were sent to DGHE, Haryana and M.D.U., Rohtak, affiliating University. After the approval from both the bodies, the college started the process of construction of required infrastructure such as classrooms, Physics laboratory and Chemistry laboratory. The task of construction was assigned to the Building and Construction Committee whereas the Purchase Committee was assigned the task of buying lab equipment. Recruitment of the faculty was carried out as per norms. The entire process was carried out in a transparent manner.

This initiative has proved to be a boon for students especially girl students from the rural background who were denied the opportunity to pursue Science stream due to non-availability of the course in the nearby colleges.

File Description	Document
strategic Plan and deployment documents on the website	View Document
Paste link for additional information	View Document

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

Response:**College Governing Body**

Sat Jinda Kalyana Education Society is the apex governing body of the college. It is entrusted with the governance of the institution and largely attends to the policy matters. President, Vice-President, General Secretary, Treasurer, 11 members from Management, two college teacher representatives, one non-teaching representative are elected for a period of three years, one nominee of Vice-Chancellor of the affiliating University, one nominee of Director General Higher Education, Haryana and college Principal as ex-officio Member Secretary are the office bearers of the Governing Body. The College Governing Body approves and monitors the institutional policies and plans.

Principal and College Administrative Committees

At administration level, the Principal is head of the institution. Heads of all the departments, Conveners and Co-Coordination of various committees and Office Superintendent assist him in all academic and administrative matters including the maintenance of discipline. Committees are constituted annually and the Principal communicates the responsibilities to the members of staff. Decision making is decentralized at different levels. Meetings are held frequently at all levels to ensure a seamless and hierarchical process. All the decisions and policies are discussed in the meetings with various strategic committees and decisions taken are implemented for the benefit of the students and the staff. Committees such as College Council (Academic), IQAC, RUSA/UGC Committee, Library Advisory and Book-Bank Committee, SC/ST & Minority Cell, Women Cell, Building and Construction Committee, Purchase Committee, Fee-concession Committee, Sports and Gym Advisory Committee, Employment/Placement/Information Cell, Cultural Committee, Grievance Redressal Cell, Anti Sexual Harassment Cell etc. have been constituted to perform specific functions and takes care of the day to day running of the college. Further staff meetings are also held frequently prior to all major events in the college.

Service Rules, Procedures and Recruitment

All the service rules contained in the University calendar of M.D. U., Rohtak and Govt. of Haryana are strictly adhered to. As regarding procedures for recruitment and promotion of faculty is concerned, there are well defined rules & regulations framed by UGC, affiliating university and Govt. of Haryana which are strictly followed. In recruitment of teaching and non-teaching staff on a regular basis, nominees of DGHE, Haryana and affiliating university play an important role. Regarding promotion of faculty members, there are well defined scores for Academic Performance Indicators (APIs) under CAS of UGC for different stages.

Grievance Redressal Mechanism

The functioning of the college is effective, efficient and democratic in its administrative set up and its policies. To prevent any malfunction, corrupt practices, procedural lapses, lack of transparency and accountability, the college has a constituted a Grievance Redressal Cell which looks into the complaints lodged by students, staff and other stakeholders.

File Description	Document
Upload any additional information	View Document
Link to Organogram of the Institution webpage	View Document

6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: E. None of the above

File Description	Document
Details of implementation of e-governance in areas of operation, Administration etc	View Document

6.3 Faculty Empowerment Strategies

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

Response:

The institution provides welfare measures for teaching as well as the non-teaching staff. The measures have been adopted in consideration of different aspects of overall development and satisfactory employability of the staff.

Welfare measures for teaching and non-teaching staff are as follows:

Institution initiated welfare schemes for the Teaching Staff and Non Teaching Staff:

Infrastructural facilities: Members of the staff are provided with hygienic working environment and well maintained infrastructural facilities.

Teaching Staff:

- Air-conditioned staff room equipped with individual lockers for the storage
- PC with internet connection

Non-Teaching Staff:

- The members of non-teaching staff have well maintained individual work stations and hygienic working environment.

Other facilities for teaching and non-teaching staff:

- Fridge, Hot-case, canteen facility
- Free wi-fi facility on campus
- Separate parking area with sheds
- Gymnasium Hall
- Library
- First Aid Room

Other Welfare Schemes for Teaching and Non-Teaching Staff:

- Loan facility available for staff
- NOC is provided to staff to persue higher studies and Carrear advancement.
- Duty leave(s) are provided to staff to participate in FDP/Refresher course/ Orientation Course/ Seminars/ Conferences and workshops.
- Retirement parties are arranged for the staff as a recognition of their committed service
- Provident Facility
- Provision of Gratuity
- Group Insurance Scheme.
- Pension scheme and New Pension Scheme for employees in service of the college before and after 2006, respectively.
- Maternity leave for a period of six months and abortion leave for a period of 45 days
- Distribution of clothes for class IV employees
- Fee concession for the wards of employees.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 31.83

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

2020-21	2019-20	2018-19	2017-18	2016-17
13	13	7	0	8

File Description	Document
Upload any additional information	View Document
IQAC report summary	View Document
Details of teachers attending professional development programmes during the last five years	View Document

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

Response:

Appraisal System for Teaching Staff:

- ACR: All the details regarding academic achievements, professional growth, administrative assistance, working days, performance etc. are given by the teaching staff in the Annual Confidential Report which is reviewed by the Principal. This confidential report is forwarded to the President of the College Governing Body for the final remarks.

- PBAS: In addition to this, all the regular teachers are required to submit the duly filled Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) proforma. The proforma is supported by all credentials as per the API guidelines set out by the UGC regulations. The faculty members fill the PBAS forms and submit to the IQAC and the cases which are due for promotion are referred to the screening/ selection committee constituted by the affiliating University to assess and verify the same. The cases fit for promotion are forwarded to the Director General Higher Education, Haryana for final approval. Thus, the performance of teachers is evaluated and promoted following a transparent process on the basis of API scores.

Appraisal System for Non-Teaching Staff:

- ACR: The performance appraisal of the non-teaching staff is equally important for efficient running of an institution. Every member of non-teaching staff needs to submit the duly filled ACRs to the Office Superintendent who adds his own observations and forwards it to the Principal for the final remarks.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The college has a financial audit system of accounts as per the practices enforced by the affiliating university and the State Government. A Bursar from the college teaching faculty and a Chartered Accountant conduct the internal checks on accounts.

For external auditing, a Chartered Accountant is appointed by the institution out of a panel approved by the affiliating university. Further, an auditor is deputed by the affiliating university to audit the Amalgamated Fund. In addition to this, Director General Higher Education, Haryana and Accountant General, Haryana

carry out the audit of the accounts from time to time. The institution submits its comments against the objections raised by the auditor, if any, and submit documentary proofs for the settlement of the same.

Audits conducted by the college during the last five years:

Year	Date of Internal Audit	Date of External Audit	
		Chartered Accountant	Auditor (Director General Higher Education, Haryana, Panchkula)
2016-17	31.03.2017	31.03.2017	04.07.2017
2017-18	31.03.2018	31.03.2018	28.11.2018
2018-19	31.03.2019	15.04.2019	15.11.2021
2019-20	31.03.2020	15.05.2020	15.11.2021
2020-21	31.03.2021	28.05.2021	15.11.2021

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response: 103.19

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

2020-21	2019-20	2018-19	2017-18	2016-17
26.67	29.60	19.20	15.20	12.52

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	View Document
Any additional information	View Document
Annual statements of accounts	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

For the development of the academic processes and infrastructural development, the college continuously makes effort for mobilization of funds and its optimum utilization. Various committees evaluate the requirements of the departments and other forums and these are proposed. The concerned committees deliberate upon it and recommend utilization of funds for specific purposes.

Mobilization of Funds

- Salary grant from state government for regular staff
- 5% contribution by management for the salary of the regular staff
- Special grants from UGC
- Grants from DGHE, Haryana for conducting seminars, workshops etc.
- NSS grant from the DGHE, Haryana
- Scholarships from State Government funds
- Income from fee and fine collected from the students enrolled in the courses
- Income from sale of prospectus
- Donation by philanthropists
- Contribution from teachers
- Scholarships for meritorious students
- Financial assistance from management

Utilization of Funds

The Principal, Bursar and various committees constituted by the Principal of the college monitor the use of

the resources received from various sources. It is ensured that the needs of the stakeholders are taken care of. The grants received under special heads are spent for the purposes they are meant for. Accounts are maintained by the Head Accountant and the Principal is accountable for all financial transactions. At the end of every financial year, internal and external auditing of accounts is conducted to ensure that the funds are properly utilized.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

As soon as the IQAC was established in the college on 05.09.2012, the process of quality enhancement and sustenance began in a more strategic manner. The IQAC is consistently working on magnifying the quality culture in all spheres of the college activities by channelized efforts towards promoting holistic academic excellence. It monitors the implementation of the vision and mission of the college. It prepares a prospective plan for development of the college and executes it in a strategic manner every year. Following quality assurance strategies and processes have been initiated by IQAC:

- Orientation Programme for the students of first year is scheduled at the beginning of session. In this, the students are made aware of Time-Table, Programme Outcomes and Course outcomes, Internal assessment, rules related to discipline, code of conduct for students. Incharges of various cells and clubs also apprise students of the co-curricular activities conducted by respective cells.
- Parent-Teacher meetings are organised to apprise parents of their ward's performance in academics and co-curricular activities. Feedback and suggestions are also invited from parents with a view to improve the various aspects of the institution.
- In addition to providing various sponsored scholarships, 'ChhatraUtkarshYojna' has been introduced to benefit the poor and the needy students.
- The IQAC plays an important role in filling up of vacant posts on contract basis. It ensures that a transparent and fair process is followed while recruiting the teachers.

Apart from above mentioned initiatives, details of two practices institutionalized as result of IQAC initiatives are as follows:

1. **Mentoring:** The IQAC of the college has institutionalized mentoring as a practice where the mentors address the issues/problems raised by their mentees. Mentoring classes are held twice a month. Mentors give individual attention to their mentees and motivate them to participate in various extra-curricular activities which in turn help in grooming their personality. The chief mentor monitors supervises the smooth conduct of the sessions.

2. **Collection and analysis of feedback forms from all the stakeholders:** An important initiative taken by IQAC is the collection and analysis of feedback from its stakeholders. It plays an important role in making strategic plans for future to make improvements in all the aspects especially the teaching learning process. Feedback is taken from all the stakeholders and analysed to improve the teaching learning process, administrative and infrastructural facilities.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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 (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

The IQAC continuously works on all the quality facts of the college. The approach of IQAC has always been focused on a learner centric teaching learning process. It reviews its teaching learning process, structures and mode of curriculum delivery periodically. Meetings are conducted regularly in which decisions related to academic and administrative matters are taken. These meetings are intended to analyze the overall performance of the college. Academic calendar is prepared at the beginning of each teaching session (odd semester and even semester) in tune with the academic calendar of the affiliating university. All the teaching departments and, cells and clubs tentatively plan their extra-curricular activities. All the activities compiled by the cultural committee. Various departments, cells and clubs of the college conduct workshops, training programmes and extension lectures by eminent persons as planned in the activity calendar.

For second cycle, incremental improvements have been made for the preceding five years with regard to quality and post accreditation quality initiatives. Two examples of institutional reviews and implementation of teaching learning reforms facilitated by IQAC are as follows:

1. **Lesson Plans:** All the faculty members prepare a detailed lesson plan with tentative dates. It helps the teacher to maintain a teaching pattern and complete syllabus well in time. The lesson plans are displayed on the notice board as well for reference of the students. This gives a clear and complete picture of how a learning process is going to take place and assists them in achieving the learning objectives on short term and long term as well. The comprehensive lesson plans help the teacher to plan their daily lessons in advance and adopt the most suitable teaching techniques accordingly. These lesson plans are also reviewed periodically by a committee meant for this purpose. It ensures the effective implementation of the lesson plans and timely completion of the syllabus

2. **Increased use of ICT:** In the last phase of NAAC second cycle, as per the productive suggestions of the

Peer Team Members, the IQAC chalked out the transformation and encouraged the increased use of ICT by the faculty. To achieve this objective the infrastructural facilities have been enhanced. The institution has also organized FDP on the use of ICT tools to equip the teaching faculty with technological skills. Gradually, the marker, duster and white-board teaching has been amalgamated with the use of projectors, PPTs, screening of movies and documentaries for effective curriculum delivery. There is also an e-resource access point for the staff as well as the students in the library.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.5.3 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
2. Collaborative quality initiatives with other institution(s)
3. Participation in NIRF
4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

Response: B. 3 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	View Document
Upload details of Quality assurance initiatives of the institution	View Document
Upload any additional information	View Document
Paste web link of Annual reports of Institution	View Document

Criterion 7 - 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 last five years.

Response:

The college is situated in a rural area where education of women, particularly of rural background, has been a major cause of concern of the society. The establishment of the college, in 1971, by Mahant Jamna Dass Ji, the founder of the college was an affirmative step in this direction. In the current scenario when the crime against women is rising rapidly, the significance of education of women increases manifold. The college is committed towards providing a safe and secure environment for the girl students. The college has a zero tolerance policy when it comes to issues related to gender, ragging, sexual harassment etc.

Gender Equity

Efforts are made by the college to provide equal opportunities to the boys and girls. As a result, both boys and girls participate in larger numbers in sports, cultural and co-curricular activities. Efforts of the college have brought the result where girls have outnumbered boys in total strength of the students.

Gender Sensitization

For gender sensitization, the Women Cell, Legal Literacy Cell and NSS units of the college organize a number of activities like seminars, workshops, rallies, extension lectures on rights of women, health and menstrual hygiene .

Specific facilities for women are as follows:

Safety and Security

Safety and security of the students, especially girls, has been one of the top priorities for college administration. Environment conducive to learning plays a very important role in promoting and enhancing the teaching learning process. For this purpose, multiple steps have been taken:

- CCTV cameras have been installed at various places in the campus.
- Proctorial duties are assigned to teachers to maintain discipline to provide a safe environment for the female students.
- Discipline Committee is constituted which actively engages itself in maintaining a safe campus especially during various events, and occasional patrolling is also done by Haryana Police PCR
- Boundary walls have been raised to make the campus fully protected.
- It is mandatory for the students to wear the ID cards issued to them at the time of admission. In order

to restrict the entry of the outsiders, ID cards of students are checked at the entrance gate.

- The college also provides a bus facility with a female attendant.
- There is zero tolerance against gender discrimination. Signages are displayed in the campus with contact numbers of teachers where students can seek help. Women helpline numbers have been displayed at different places in the campus.
- Students can also contact the members of Grievance redressal cell, Anti Ragging Cell and Anti-Sexual Harassment Cell, if required.

Counseling

Counseling sessions are conducted from time to time under the aegis of Guidance and Counseling Cell, Women Cell and Anti-Sexual Harassment Cell. Mentors also counsel their mentees as and when required.

Common Room

There is a spacious Girls' Common Room equipped with Newspapers, Magazines, Indoor games, Water Cooler etc.

Other Facilities

Vending machine and incinerator for sanitary napkins has also been installed inside the Girls' Washroom. Sanitary napkins are also available in the first-aid room.

File Description	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	View Document
Link for annual gender sensitization action plan	View Document

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

- 1. Solar energy**
- 2. Biogas plant**
- 3. Wheeling to the Grid**
- 4. Sensor-based energy conservation**
- 5. Use of LED bulbs/ power efficient equipment**

Response: C. 2 of the above

File Description	Document
Geotagged Photographs	View Document
Any other relevant information	View Document
Any other relevant information	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

The college lays emphasis on the environmental sustainability on its campus as it is the need of the hour. Realizing the importance of a healthy environment, the college has a functional 'Environment Club.' This club creates awareness among the students and staff regarding preserving our environment and proper waste management on the campus. The college works for a clean, green and environment-friendly campus with proper waste segregation and planned disposal of waste (through authorized agencies). There is prohibition on the use of plastic in the campus.

The college administration has made comprehensive/exhaustive arrangements for waste management. Blue dustbins have been put at several places for disposal of non-degradable waste material and green dustbins for degradable waste material. The sweepers then collect the garbage and place that in the earmarked garbage disposal space. Thereafter the garbage pick-up container takes that away. There is a separate bio-pit for the biodegradable waste such as dry leaves, garden waste, vegetable waste etc. Organic waste thus converted into bio-fertilizer is used for plants in the campus. Although, there is no formal agreement with government agency but it is made sure that the recyclable waste like old newspapers, used papers, iron scrap, etc. is disposed off responsibly. It sold out to the scrap dealers from where they are sent to formal recycling centre.

The sewerage water is collected in a tank which is then used for irrigation purposes in the campus itself. Thus the liquid waste of the campus is fully utilized and managed properly.

Non-working laboratory equipment, computers, monitors, printers and batteries are sold on a regular basis.

The college has installed a sanitary napkin vending machine with an incinerator to destroy used napkins to keep the hygiene of the girls' washroom.

The NSS units of the college keep organizing events based on the theme of 'Best out of Waste' to promote the habit of minimizing waste.

File Description	Document
Any other relevant information	View Document
Link for Relevant documents like agreements/MoUs with Government and other approved agencies	View Document
Link for Geotagged photographs of the facilities	View Document

7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Response: B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document
Link for any other relevant information	View Document

7.1.5 Green campus initiatives include:

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

Response: A. Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	View Document
Geotagged photos / videos of the facilities	View Document
Any other relevant documents	View Document
Link for any other relevant information	View Document

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any

awards received for such green campus initiatives:

- 1.Green audit
- 2.Energy audit
- 3.Environment audit
- 4.Clean and green campus recognitions / awards
- 5.Beyond the campus environmental promotion activities

Response: D.1 of the above

File Description	Document
Any other relevant information	View Document
Link for any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

- 1.Built environment with ramps/lifts for easy access to classrooms.
- 2.Divyangjan friendly washrooms
- 3.Signage including tactile path, lights, display boards and signposts
- 4.Assistive technology and facilities for 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

Response: A. Any 4 or all of the above

File Description	Document
Policy documents and information brochures on the support to be provided	View Document
Geotagged photographs / videos of the facilities	View Document
Details of the Software procured for providing the assistance	View Document
Any other relevant information	View Document

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 500 words).

Response:

The college plays an effective role in maintaining social harmony, unity, peace and national integration. The college provides equal opportunities to students from various backgrounds. The college regularly organizes different activities including the values of tolerance and harmony towards cultural, regional,

linguistic, communal, social-economic and other diversities.

- The college provides an inclusive environment as it strictly follows the reservation policies laid out by the Government of India for admissions of students and appointments of teaching and non-teaching staff. The admission committee ensures parity and transparency during the admission process.
- The campus of the college provides an inclusive environment to the differently abled. Accessibility related issues have been taken care of and basic infrastructure is made available to the differently abled persons.
- Fee concessions are granted to students belonging to low socio economic background. The college also offers several financial assistance/scholarships provided by the Government of India, state governments and non-governmental organisations to facilitate access to financial assistance among students. The college also runs the scheme of Chhatra Utkarsh Yojna for the needy and poor students.
- NCC cadets of the college participate in National Integration Camps which provide them a common platform to interact with cadets from different parts of the country and from diverse religious and cultural backgrounds. This helps them develop a better understanding of different perceptions, beliefs, faiths and lifestyles. Students also participate in events organized on the occasion of National Unity Day which provides them an opportunity to reaffirm the inherent strength and resilience of our nation to withstand the actual and potential threats to the unity, integrity and security of our country. On this day the students take the pledge to foster and reinforce their dedication to preserve and strengthen unity, integrity and security of the nation.
- Sports department also encourages students to participate in the national level events where the students get the opportunity to interact with participants from all over India which helps them develop tolerance and harmony towards diversities.
- To promote linguistic harmony, the students of our college are encouraged to participate in poetry recitation in Hindi, English, Punjabi, Urdu, Haryanvi and Sanskrit Shalokachharan in various Inter-College/University level competitions. Talent Hunt event is organized by the college every year which promotes inclusive environment to students participating from diverse backgrounds. Apart from this, the students also participate in various cultural activities in the youth festivals organized by the university.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

The college makes all possible efforts to sensitize students and employees of the institution to the

constitutional obligations: values, rights, duties and responsibilities of citizens in the following ways:

- Preamble of the Constitution is displayed at various places of the college to promote fraternity and maintain unity and integrity of the nation.
- The National Anthem is sung in the morning assembly and at the end of events to evoke the feeling of patriotism among the students.
- The college has organized visits for teachers as well as students to Parliament - a symbol of India's ethos.
- The Legal Literacy Cell of the college and Department of Political Science keep organizing extension lectures on constitutional obligations by eminent resource persons. In order to make students aware about various aspects of the Constitution, quiz contests and declamation contests on Indian Constitution etc. are also organized time to time.
- The Voter Awareness Cell keeps motivating students to participate in the electoral process by enrolling or registering themselves in electoral rolls and by casting their votes. The cell has organized training to operate EVM & VVPAT for teaching and non-teaching staff. The students were also demonstrated the use of these machines to cast their vote in Lok Sabha and Assembly Elections.
- A handbook on Human values, Professional Ethics and Code of Conduct has been published and the students as well as the staff are expected to abide by the rules.
- Students are motivated to participate in various events and awareness programmes such as 'Swachh Bharat', 'Beti Bachao Beti Padhao', 'Say No to Plastic' to make them responsible citizens of India.
- Programme officers of NSS units of the college encourage the volunteers to serve the society.
- Lectures on ethics, values, duties character building and responsibilities of citizens are delivered by the ANO of NCC unit of the college.
- Blood donation is a social responsibility and Youth Red Cross Cell organizes blood donation camps on a regular basis to motivate students to contribute in this life saving activity. It also inculcates the values of altruism and empathy among the students.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	View Document

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.

1. The Code of Conduct is displayed on the website

2. There is a committee to monitor adherence to the Code of Conduct
3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

Response: A. All of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	View Document
Code of ethics policy document	View Document
Any other relevant information	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

The institution celebrates several national and international commemorative days, events and festivals with great enthusiasm. Celebration of festivals plays an important role in disseminating the glorious heritage, culture and tradition and helps the students connect with their roots. Various national and international days are also observed to create awareness and promote positive values that improve the society or local environment.

The following commemorative days are celebrated:

World Hindi Day (Vishwa Hindi Diwas)	10th January
National Youth Day	12th January
National Voters Day	25th January
Republic Day	26th January
National Science Day	28th February
National Deworming Day	10th February
International Women's Day	8th March
World Health Day	7th April
Earth Day	22nd April
Anti-Terrorism Day	21st May
Environment Day	5th June
International Yoga Day	21st June
World Nature Conservation Day	28th July
Independence Day	15th August
Teachers' Day	5th September
Hindi Diwas	14th September
Ozone Day	16th September
NSS Day	24th September

Surgical Strike Day	28th September
Gandhi Jayanti	2nd October
National Unity Day	31st October
National Education Day	11th November
World AIDS Day	1st December
World Human Rights Day	10th December
National Mathematics Day	22nd December

The following festivals are celebrated in the campus:

Lohri and Makar Sankranti
Hariyali Teej
Diwali

File Description	Document
Link for Annual report of the celebrations and commemorative events for the last five years	View Document
Link for Geotagged photographs of some of the events	View Document

7.2 Best Practices

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

Response:

Best Practice – 1

1. Title of the Practice :Chhatra Utkarsh Yojna

2. Objectives of the Practice :The underlying idea of the scheme is to provide financial assistance to the poor and meritorious students of the college to enable them to pursue their studies further.

3. The Context :To support the economically weaker students financially, the government has many scholarship schemes. In addition to the existing scholarship schemes, the college started 'Chhatra Utkarsh Yojna' in the year 2016. The college aptly enforces its responsibility towards providing education for all by doing its bit by providing financial aid to the students of economically weaker section.

4. The Practice :The scholarship is awarded to the students on need cum merit basis. The student applies for the scholarship explaining the reasons for the need of financial assistance. A committee recommends the case after finding the students eligible for financial help.. Financial aid is provided to the student as per

his/her need.

5. Evidence of Success : A decline in the drop out rate due to lack of resources has been observed after the introduction of this scheme. This scheme has benefitted the students who could not afford to continue studies due to financial constraints. This scholarship has helped many students till now.

6. Problems Encountered and Resources Required : Mobilisation of funds was the biggest challenge in starting the scholarship. The scholarship scheme was started with limited resources and gradually the funds were raised. Many philanthropists came forward to contribute to the fund. Members of the staff also donated generously

Best Practice – 2

1. Title of the Practice - Promoting Girls' Education

2. Objective of this Practice : The idea behind adopting this practice is to promote gender equality. Educating the girls increases the likelihood of their better social and economical status.

3. The Context : The college is committed towards promoting girls' education since its inception in the year 1971. The objectives with the 'Beti Padhao Beti Bachao' programme of the Government of Haryana. Major reasons for girls' drop-out after school are low family income, early marriage or lack of awareness and many parents are not in favour of co-education. The college believes that educating girls will improve their prospects of a better future and initiatives have been taken to achieve the objectives.

4. The Practice : The college has taken following initiatives and made it a practice

i. Visiting the villages to convince the parents to send their daughters for higher studies :

Teams comprising of teachers are assigned the task of visiting various nearby villages and counsel the parents of the girls to send them to college to pursue higher education. Poor households lack the resources to pay for the education of their wards and the College provides financial assistance to such students under the 'Chhatra Utkarsh Yojna'.

ii. Transport Facility : Lack of transport facility is one of the reasons why the parents do not send their daughters out of their villages. The college started the bus service with the belief that this step would further promote the education of girls. They are accompanied with a female attendant to their safety.

5. Evidence of Success : The initiatives taken by the college have produced great results. The community has adopted a positive attitude towards the education of girls. Enrolment of girl students from certain villages has gradually improved. The drop-out rate of girls after school used to be very high. The continuous efforts by the college have helped in convincing the parents to send their daughters to college.

6. Problems Encountered and Resources Required : It was an uphill task to persuade the parents in the educationally backward remote villages. The college sent teams of teachers to visit schools and village communities to spread awareness on girls education. The teachers interacted with the sarpanches (leader of Gram Sabha) and elders to convince them to send girls to college. Initially the parents refused to send their daughters on various accounts. Resources required to counter the problems were identified and

resolved. A bus was also purchase and the transport facility was made available to meet the demands of the parents.

File Description	Document
Link for Best practices in the Institutional web site	View Document
Link for any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Deeply inspired by the desire to impart higher education to the youth of the backward region in the periphery of Kalanaur, the land of 'Religious Ashrams', Brahmleen Mahant Jamna Dass Ji Maharaj laid down the stone of Sat Jinda Kalyana College in 1971 with the motto of Vidya-Vivek-Vikas . The college has been a pathfinder for the people of this area and pioneer in imparting free education to the girl students. The college has always endeavored not only to produce degree holders but to nurture good and socially responsible citizens. In the era of commercialism and materialism, our college as an institution takes the responsibility of inculcating a value system of highest order in the students. In nutshell, the performance of the institution is in tune with its motto, aims for the overall development of the youth and enables them to lead a righteous life. The institution aims to empower the rural youth of villages in its vicinity. For this purpose, the staff along with the Principal visits the nearby villages to not only motivate but also convince the parents to send their wards, especially their daughters, to pursue higher studies. The parents with low socio-economic status are also assured of financial assistance for college dues and books to their wards.

The teachers engage with the students and society in a greater measure. The institution tries its best to inculcate in our youth the right kind of human and social values. The institution makes sure that our youth are moulded into becoming the messengers of peaceful co-existence and harbingers of a harmonious egalitarian society. This is our institution's greatest service to our nation, currently gripped in an unprecedented crisis of value and character.

Self-centeredness is a very dangerous state of things in a country which has the largest young population in the world. As of today it is a crying need of the time to involve youth in a positive constructive society building role. Keeping in view of the above, the institution engages the students in campaigns related to social awareness issues such as girl education, de-addiction, health and hygiene and campaigns against gender based violence, female foeticide etc. These activities are carried out by various cells of the college like N.S.S., N.C.C., Y..R.C.and University Outreach Programme in such a way that it becomes a part and parcel of the students' life and their mindscape.

Students are also benefited from various capacity building and skills enhancement programmes which are

organized from time to time. The programmes such as yog shivirs, english speaking course, first aid training and home nursing, enhancement of culinary skills, martial art training, career counselling programmes ensures a sound foundational knowledge.

Add-on courses are offered to students in the college campus which prepares them to take up various skill oriented jobs. The course of 'Beauty and Wellness' is offered as an add-on course with the aim to develop relevant skills in financially weak students. It trains the students and enables them to perform various non-clinical roles in the cosmetology sector. 'Tally ERP9' is offered to the students of B.Com final year and the course of 'Animation and Artificial Intelligence' is also offered to the students. These courses equip them with specific skills and put them in an advantageous position

The college also organizes 'Diwali Mela' every year which provides a platform to the students to develop entrepreneurial skills. On this occasion, students set up their stalls and manage it on their own. This helps in building and enhancing their managerial skills, communication skills, culinary skills etc. Apart from imparting education through the curriculum designed by the affiliating university, the college endeavours that the students benefit from experiential learning also.

The college provides ample opportunities for students interested in taking up sports as a career. They are provided with adequate infrastructural facilities and opportunity to get physical training and coaching as well. As the state of Haryana is known for producing ace performers in the field of sports, the college strives to foster this culture of excellence in sports. It endeavours to promote the talent of our students and support them adequately to empower the budding sportspersons to realize their potential. MoUs have been signed with sports academies to facilitate the training programmes for the aspiring athletes/sportspersons. As a result, our students have shown outstanding performance and won many medals at the national level.

To empower the rural youth, it is important to teach them the dignity of labor and values of hard work. In the college, the 'Earn While You Learn' scheme is offered to students. Students work in the library and get paid for it. Photography of various events in the college is also done by students, and they get paid for it.

File Description	Document
Link for any other relevant information	View Document

5. CONCLUSION

Additional Information :

SJK college does not produce mere degree holders but instills in its students a feeling of belongingness, community-engagement and service. For the smooth functioning of curricular, co-curricular and extra-curricular activities, various committees/cells/clubs like NSS, NCC, YRC, Women Empowerment Cell, SC/ST & Minority Cell, Legal Literacy Cell and University Outreach Programme etc. have been constituted. The NCC unit of the college is working rigorously to instill in its cadets the feeling of 'Unity and Discipline' whereas the N.S.S. units teach its volunteers its motto of 'Not me, But you' not through words but action. Irrespective of the fact that students of our college come from rural background, they have brought laurels not only in academics but also in various extra-curricular activities. Like various other platforms, college magazine 'Vidyankur' also plays a pivotal role in promoting creative skills of the students. Highly qualified and dedicated teaching faculty, work-oriented administrative and support staff and disciplined environment are the distinctive features of the college.

Concluding Remarks :

To sum up, backed by visionary leadership, the college is committed to work for the fulfillment of its vision and mission. It aims to empower the students of the college not only by teaching them skills but also by guiding them to lead a righteous life.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p>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 last five years</p> <ol style="list-style-type: none"> 1. Academic council/BoS of Affiliating university 2. Setting of question papers for UG/PG programs 3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses 4. Assessment /evaluation process of the affiliating University <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: A. All of the above</p>																				
1.2.1	<p>Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</p> <p>1.2.1.1. Number of Programmes in which CBCS / Elective course system implemented. Answer before DVV Verification : 3 Answer after DVV Verification: 3</p>																				
1.2.2	<p>Number of Add on /Certificate programs offered during the last five years</p> <p>1.2.2.1. How many Add on /Certificate programs are offered within the last 5 years. Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>2</td> <td>2</td> <td>3</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>2</td> <td>2</td> <td>3</td> <td>0</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	2	2	2	3	0	2020-21	2019-20	2018-19	2017-18	2016-17	2	2	2	3	0
2020-21	2019-20	2018-19	2017-18	2016-17																	
2	2	2	3	0																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
2	2	2	3	0																	
1.2.3	<p>Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years</p> <p>1.2.3.1. Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>51</td> <td>52</td> <td>60</td> <td>73</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p>	2020-21	2019-20	2018-19	2017-18	2016-17	51	52	60	73	0										
2020-21	2019-20	2018-19	2017-18	2016-17																	
51	52	60	73	0																	

2020-21	2019-20	2018-19	2017-18	2016-17
51	52	60	73	0

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

1.3.2.1. Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
6	6	6	6	6

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
6	6	6	6	6

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

1.3.3.1. Number of students undertaking project work/field work / internships

Answer before DVV Verification : 287

Answer after DVV Verification: 287

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders

1) Students

2) Teachers

3) Employers

4) Alumni

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: A. All of the above

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

Options:

- 1. Feedback collected, analysed and action taken and feedback available on website**
- 2. Feedback collected, analysed and action has been taken**
- 3. Feedback collected and analysed**
- 4. Feedback collected**

5. Feedback not collected

Answer before DVV Verification : A. Feedback collected, analysed and action taken and feedback available on website

Answer After DVV Verification: A. Feedback collected, analysed and action taken and feedback available on website

2.1.1 Average Enrolment percentage (Average of last five years)**2.1.1.1. Number of students admitted year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
200	220	243	213	233

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
200	220	243	213	233

2.1.1.2. Number of sanctioned seats year wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
440	440	440	360	360

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
440	440	440	360	360

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

2.1.2.1. Number of actual students admitted from the reserved categories year-wise during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
120	106	134	111	97

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
120	106	134	111	97

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

academic year)

2.3.3.1. Number of mentors

Answer before DVV Verification : 22

Answer after DVV Verification: 21

2.4.2 **Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)**

2.4.2.1. **Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
18	17	17	15	11

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
13	14	13	12	11

2.4.3 **Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)**

2.4.3.1. **Total experience of full-time teachers**

Answer before DVV Verification : 410.8

Answer after DVV Verification: 403.6

Remark : Total experience of full time teachers as per HEI.

2.6.3 **Average pass percentage of Students during last five years**

2.6.3.1. **Number of final year students who passed the university examination year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
88	90	84	62	45

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
88	90	84	62	44

2.6.3.2. **Number of final year students who appeared for the university examination year-wise during the last five years**

Answer before DVV Verification:

--	--	--	--	--

2020-21	2019-20	2018-19	2017-18	2016-17
143	149	141	93	74

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
143	149	141	93	74

Remark : HEI Input considered.

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

3.1.3.1. Number of departments having Research projects funded by government and non-government agencies during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17

3.1.3.2. Number of departments offering academic programmes

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
4	4	4	3	3

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
4	4	4	3	3

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

3.3.2.1. Number of research papers in the Journals notified on UGC website during the last five years.

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	1	3	2	6

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	1	3	2	5

Remark : HEI Input considered.

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

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 last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1	2	7	2	2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1	2	7	2	2

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

3.4.2.1. Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2	3	5	5	4

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
2	3	5	5	4

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
34	53	29	25	20

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
22	48	26	22	16

Remark : Number of extension and outreach program conducted through NSS/NCC/YRC etc., excluding day celebration.

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

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 last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
354	434	343	395	287

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
334	463	345	398	313

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

3.5.1.1. Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2	3	0	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
2	3	0	0	0

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17

4	4	0	0	0
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Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
4	4	0	0	0

4.1.3 **Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**

4.1.3.1. Number of classrooms and seminar halls with ICT facilities

Answer before DVV Verification : 14

Answer after DVV Verification: 04

Remark : Only 3 class rooms and 1 seminar hall will be considered as ICT- enabled.

4.1.4 **Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**

4.1.4.1. **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
73.91	42.72	6.06	16.77	27.65

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
73.91	42.72	6.06	16.77	27.65

4.2.2 **The institution has subscription for the following e-resources**

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access to e-resources

Answer before DVV Verification : A. Any 4 or more of the above

Answer After DVV Verification: A. Any 4 or more of the above

4.2.3 **Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)**

4.2.3.1. **Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0.063	1.06	2.20	1.43	2.16

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0.063	1.06	2.20	1.43	2.16

4.2.4 **Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year**

4.2.4.1. Number of teachers and students using library per day over last one year

Answer before DVV Verification : 190

Answer after DVV Verification: 190

4.3.3 **Bandwidth of internet connection in the Institution**

Answer before DVV Verification : A. 750 MBPS

Answer After DVV Verification: A. 750 MBPS

4.4.1 **Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**

4.4.1.1. **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
5.69	12.51	10.97	9.87	14.27

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
5.69	12.51	10.97	9.87	14.27

5.1.1 **Average percentage of students benefited by scholarships and freeships provided by the Government during last five years**

5.1.1.1. **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

Answer before DVV Verification:

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2020-21	2019-20	2018-19	2017-18	2016-17
175	178	158	147	97

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
175	178	158	147	97

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

5.1.2.1. Number of students benefitted by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
13	42	45	52	10

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
13	42	45	52	10

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: A. All of the above

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

5.1.4.1. Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	593	50	179	54

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	343	50	179	54

Remark : As per HEI.

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: A. All of the above

5.2.1 Average percentage of placement of outgoing students during the last five years

5.2.1.1. Number of outgoing students placed year - wise during the last five years.

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	7	33	11	24

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	7	33	11	24

5.2.2 Average percentage of students progressing to higher education during the last five years

5.2.2.1. Number of outgoing student progression to higher education during last five years

Answer before DVV Verification : 154

Answer after DVV Verification: 154

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

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) year-wise during the last five years.

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17

20	31	17	24	18
----	----	----	----	----

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
02	14	04	10	12

Remark : Number of awards/medals for outstanding performance as per document provided by HEI., excluding participation / appreciation certificates and inter college level sports/cultural activities.

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

5.3.3.1. Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
40	84	80	65	46

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
40	84	80	65	46

6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Answer before DVV Verification : B. 3 of the above

Answer After DVV Verification: E. None of the above

Remark : Opted out metrics.

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
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13	13	7	0	8
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Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
13	13	7	0	8

6.4.2 **Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
26.67	28.60	19.20	15.20	12.52

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
26.67	29.60	19.20	15.20	12.52

Remark : HEI Clarification Input considered. Funds / Grants received from own trust cannot be considered.

6.5.3 **Quality assurance initiatives of the institution include:**

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality initiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Answer before DVV Verification : B. 3 of the above

Answer After DVV Verification: B. 3 of the above

7.1.2 **The Institution has facilities for alternate sources of energy and energy conservation measures**

1. **Solar energy**
2. **Biogas plant**
3. **Wheeling to the Grid**
4. **Sensor-based energy conservation**
5. **Use of LED bulbs/ power efficient equipment**

Answer before DVV Verification : C. 2 of the above

	Answer After DVV Verification: C. 2 of the above
7.1.4	<p>Water conservation facilities available in the Institution:</p> <ol style="list-style-type: none"> 1. Rain water harvesting 2. Borewell /Open well recharge 3. Construction of tanks and bunds 4. Waste water recycling 5. Maintenance of water bodies and distribution system in the campus <p>Answer before DVV Verification : A. Any 4 or all of the above Answer After DVV Verification: B. 3 of the above</p>
7.1.5	<p>Green campus initiatives include:</p> <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants <p>Answer before DVV Verification : A. Any 4 or All of the above Answer After DVV Verification: A. Any 4 or All of the above</p>
7.1.6	<p>Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:</p> <ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions / awards 5. Beyond the campus environmental promotion activities <p>Answer before DVV Verification : D.1 of the above Answer After DVV Verification: D.1 of the above</p>
7.1.7	<p>The Institution has disabled-friendly, barrier free environment</p> <ol style="list-style-type: none"> 1. Built environment with ramps/lifts for easy access to classrooms. 2. Divyangjan friendly washrooms 3. Signage including tactile path, lights, display boards and signposts 4. Assistive technology and facilities for 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 <p>Answer before DVV Verification : A. Any 4 or all of the above Answer After DVV Verification: A. Any 4 or all of the above</p>
7.1.10	<p>The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.</p> <ol style="list-style-type: none"> 1. The Code of Conduct is displayed on the website

2. **There is a committee to monitor adherence to the Code of Conduct**
3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
4. **Annual awareness programmes on Code of Conduct are organized**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: A. All of the above

2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p>Number of courses offered by the Institution across all programs during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>238</td> <td>212</td> <td>185</td> <td>156</td> <td>156</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>238</td> <td>212</td> <td>185</td> <td>156</td> <td>156</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	238	212	185	156	156	2020-21	2019-20	2018-19	2017-18	2016-17	238	212	185	156	156
2020-21	2019-20	2018-19	2017-18	2016-17																	
238	212	185	156	156																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
238	212	185	156	156																	
1.2	<p>Number of programs offered year-wise for last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>5</td> <td>5</td> <td>5</td> <td>4</td> <td>4</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>07</td> <td>07</td> <td>07</td> <td>07</td> <td>07</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	5	5	5	4	4	2020-21	2019-20	2018-19	2017-18	2016-17	07	07	07	07	07
2020-21	2019-20	2018-19	2017-18	2016-17																	
5	5	5	4	4																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
07	07	07	07	07																	
2.1	<p>Number of students year-wise during last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>527</td> <td>549</td> <td>575</td> <td>492</td> <td>420</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>527</td> <td>549</td> <td>575</td> <td>492</td> <td>420</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	527	549	575	492	420	2020-21	2019-20	2018-19	2017-18	2016-17	527	549	575	492	420
2020-21	2019-20	2018-19	2017-18	2016-17																	
527	549	575	492	420																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
527	549	575	492	420																	
2.2	<p>Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years</p>																				

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
213	213	213	175	175

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
213	213	213	175	175

2.3 Number of outgoing / final year students year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
153	157	152	100	75

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
153	157	152	100	75

3.1 Number of full time teachers year-wise during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
26	28	29	25	23

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
25	28	27	24	23

3.2 Number of sanctioned posts year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
29	29	29	27	27

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
29	29	29	27	27

4.1 Total number of classrooms and seminar halls

Answer before DVV Verification : 14

Answer after DVV Verification : 14

4.2 **Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
89.28	64.61	31.46	41.16	55.49

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
17.21	13.61	17.76	25.97	21.19

4.3 **Number of Computers**

Answer before DVV Verification : 62

Answer after DVV Verification : 62