Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**GOVERNMENT COLLEGE**
Name of the head of the Institution	**Jagmesh Jakhar**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01282251256**
Mobile no.	**9416472813**
Registered Email	**principal.gcnnl@gmail.com**
Alternate Email	**principalgcnnl@yahoo.co.in**
Address	**Railway Road, Narnaul**
City/Town	**narnaul**
State/UT	**Haryana**
Pincode	**123001**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Surender Kumar**
Phone no/Alternate Phone no.	**01282251256**
Mobile no.	**9416127903**
Registered Email	**principal.gcnnl@gmail.com**
Alternate Email	**principalgcnnl@yahoo.co.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://gcnnl.ac.in/Data?Menu=rSas3impO6s=&SubMenu=yzxTEz4vztw=

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://gcnnl.ac.in/images/93/MultipleFiles/File15984.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	**B+**	**2.57**	**2017**	**22-Feb-2017**	**21-Feb-2022**

6. Date of Establishment of IQAC	**12-Apr-2016**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
To Enhance the Teaching Learning Process using ICT tools	**17-Jul-2018** **365**	**3500**

to reach the vision and mission of the college	17-Jul-2018 365	3500
Stock and physical verification of laboratories	17-Jul-2018 365	3500
To improve Library services	17-Jul-2018 365	3500
To review the students evaluation process in terms of Internal Evaluation, Attendance, mid examinations, Assignments, Seminars for UG /PG students	17-Jul-2018 365	3500
Co-curricular activities and subject society monitoring	17-Jul-2018 365	3500

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Govt College Narnaul	Salary and Wages	Govt Of Haryana	2018 365	6572412
Govt College Narnaul	Library Infrastructure	Govt Of Haryana	2018 365	25905145
Govt College Narnaul	Library Staff Salary	Govt Of Haryana	2018 365	85521281
Govt College Narnaul	Earn While You Learn	Govt Of Haryana	2018 365	275000
Govt College Narnaul	Women Cell	Govt Of Haryana	2018 365	201000
Govt College Narnaul	Scholarship and Stipend	Govt Of Haryana	2018 365	150000
Govt College Narnaul	Special Component plan for SC	Govt Of Haryana	2018 365	522000
Govt College Narnaul	Special Component plan for SC 2	Govt Of Haryana	2018 365	1374000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes

Upload latest notification of formation of IQAC	[View Link](#)
10. Number of IQAC meetings held during the year :	**3**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View Uploaded File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

Five yearly External audit was conducted to review and streamline the Institutional activities.

Faculty members encouraged to apply for Research Projects funded by state and central funding Agencies Fostering critical thinking and analytical skills through hands-on learning.

Motivating students for Online MOOC Courses for global exposure to Multidisciplinary education

Eco friendly activities and awareness campaign. More focus on reduce, reuse, recycle

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

Plan of Action	Achivements/Outcomes
Implementation of External Academic Audit	**Five yearly External audit was conducted to review and streamline the Institutional activities.**
Funding from different Agencies More Focus on research and Development activities	**Faculty members encouraged to apply for Researh Projects funded by state and central funding Agencies Fostering critical thinking and analytical skills through hands-on learning.**
Motivating students for Online MOOC Courses	**Motivating students for Online MOOC Courses for global exposure to Multidisciplinary education**
Eco-Friendly Campus	**Eco friendly activities and awareness**

	campaign. More focus on reduce, reuse, recycle
[View Uploaded File](#)	

14. Whether AQAR was placed before statutory body ?	**No**
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2019**
Date of Submission	**16-Feb-2019**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**1. Personal details of employees 2. Leave Section 3. NOC section 4. Sanction post/ workload 5. Non teaching staff position 6.Online DPR 7. Employee verfication 8.Reports. 9. employee list 10. retiree list 11. deputation report**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Govt College, Narnaul Works as per University Calender (IGU, Meerpur) which contains Start of academic session, admission schedule, winter and summer break, examination schedule etc. The College ensures effective curriculum delivery through a well planned and documented process. The schedule of external examinations is fixed by the University and the same is displayed on notice boards for students. In case of any change in the University schedule, some changes are required to be made in internal evaluation as well. Syllabus of each subject for the academic session is provided to the students. Faculty members prepare semester-wise teaching plan for theory and practical at the beginning of every academic year/semester. Teachers conduct classes according to the timetable. Reading facility is also available for teachers and students to facilitate the teaching learning process. College provides internet connectivity with campus Wi-Fi facility to the teachers for effective teaching-learning. All Internal Examinations and Class tests are conducted to check whether the students have acquired knowledge as outlined in the objectives of the curriculum. All examinations are conducted according to the Academic Calendar.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year					
Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
NIL	NIL	Nil	0	N/A	n/a

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	Nill
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MSc	Zoology	01/07/2018
MSc	Botany	01/07/2018
MSc	Chemistry	01/07/2018
MSc	Geography	01/07/2018
MSc	Math	01/07/2018
MSc	Geology	01/07/2018
MA	English	01/07/2018

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
na	Nill	0
[View Uploaded File](#)		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	Management	16
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes

Parents	Yes

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

Feedback Obtained

In order to analyze the lag areas of the college and scope for further improvement, feedback from students have been received. This report focuses on feedback of students on syllabus, Teaching and Monitoring process. Data collection and analysis An effort was made to receive feedback from the students of the college. For this purpose, hardcopies of feedback from were printed and distributed among the students. Many responses from each course and class been received from the students. After giving feedback by every student papers are collected by the office and calculated the overall grade for each subject and each lecturer. The Student Feedback System is developed to facilitate easy processing of Feedback in the institution. Some problems were identified like Shortage of classroom, lack of sports facility, Drinking water supply issues etc. and follow up is done accordingly. Teachers Feedback Teachers Feedback is important to anchor institution system within a strong instructional framework. If teachers and principals share a vision of good instruction and a common language, they are more likely to support teachers' instructional improvement efforts with feedback that is consistent and coherent among feedback providers. Effective feedback from teachers assists in student identification of different levels of understanding. Teachers can determine the learning preference of individual students and get the information to help guide instruction. Students are able to achieve their targeted goals and submit appropriate work on time. For this purpose hard copies of feedback proforma was distributed among teachers and analysed by IQAC for effective problem identification and their solution. Parents Feedback Parents have entrusted the future of their children into our hands and thus they play a very important role in the development and enhancement of the quality of this learning experience. Feedback from parents allows the institute to evaluate its service provision and thus cater to providing excellent service towards the students. Likewise every year at the end of the semester feedback forms are distributed to the parents of final year undergraduate students. This circulation, distribution of feedback forms and collection of filled feedback forms was done by the IQAC department.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Pass	660	1570	635
BBA	Pass	40	62	23
BCom	Pass	240	295	147
BCA	Pass	40	107	37
BSc	Non Medical	360	894	352
BSc	Medical	160	232	150
BSc	computer science	40	117	34
MA	English	40	112	27
Nill	Please	Nill	Nill	Nill

	attached file in EXCEL Format of PG Course				

| | View Uploaded File | | | | |

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	3617	446	22	24	49

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
95	95	5	8	8	2

View File of ICT Tools and resources

View File of E-resources and techniques used

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

In our institution, mentoring system has been introduced from 2015-2016, for establishing a better and effective relationship between student and teacher and also continuously monitor, council and guide students in educational and personal matter. All teachers work as mentors for students allotted to them. The students must feel to confide in their mentors. This is a continuous process till the end of academic career of student. The aim of student mentor-ship is – 1. To enhance teacher –student relationship. 2. To enhance student's academic performance and attendance. 3. To minimize student's dropout ratio. 4. To monitor the student's regularity and discipline. 5. To enable the parents to know about the performance of regularity of wards. The IQAC had taken the initiative of implementing the mentoring of students. Students are based on the streams of studies and also according to their core subjects. They are divided into groups of 40 - 45 students. Mentors maintain and update the mentoring format after collecting all necessary information. Mentors are expected to offer guidance and counselling as and when they required. It is the practice of mentors to meet students individually or in groups. In isolated cases parents are called for counselling and their special meeting with the principal at the suggestion of the mentor. If a student is identified as having weakness in particular subject, it is duty of mentor to apprise the concerned subject teacher. At least 3 to 4 meeting are arranged by mentors for their mentee in each semester. Though, the system has only been implemented in the last few years, significant improvement int he teacher – student relationship is observed. This system has been useful in identifying slow and advanced learner ad through a careful examination of each mentors report the college has organized 'Remedial Classes' in identified topics. HOD will meet all mentors of his/her department at least once in a month to review paper implementation of system. Advice mentors wherever necessary. Type of mentoring done in our institution are 1. Professional Guidance – Regarding professional goals, selection of career and higher education. 2. Career Advancements – Regarding self-employment, entrepreneurship development, opportunities, morale, honesty, integrity required for career growth. 3. Coursework Specific – Regarding attendance and performance in present semester and overall performance in the previous semester. Outcomes of the system a) The attendance percentage of the students has increase to greater extend. b) The number of detainment of students has decrease consistently. c) Due to direct communication between mentor and the student, there was good improvement in student-teacher relationship.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio

4063	95	1:43

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
111	30	81	4	15

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	NIL	Nill	NIL

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
Nill	Please see the uploaded excel file.	Nill	Nill	Nill

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

Govt. College, Narnaul being affiliated to Indira Gandhi University, Meerpur, Rewari, is bound by the University rules regarding Internal Assessment for 1st and 2nd year of UG and both years of PG but the final year of UG follows norms of MDU, Rohtak. ? As per university norms usually internal assessment weightage is 20 of Maximum marks for particular course of a particular program. ? The breakup of Internal Assessment as prescribed by the University is as follows: 50 through Class Tests 25 through Assignments, presentations and response in the class and remaining 25 through Attendance. ? Teachers make the students aware about the Internal Assessment Evaluation Criteria and it is discussed with them in detail, at the outset of the session to enhance transparency and rigor with a view to motivate them for individual and original work. ? The criterion is quite clear transparent devoid of any bias on the part of the teacher. Students are informed at the outset that independent learning, discussion, queries and original new ideas will be given additional points. ? At least 2 class and multiple Assignments are conducted to give maximum opportunities to improve their performance. Best performance is considered for final internal assessment evaluation. ? A variety of evaluation techniques and methods such as MCQs, Analytical tests, Case studies, Oral tests, Classroom presentations, individual and group projects are adopted. The College encourages the teachers to adopt project based practical learning before semester-end examinations held by the University. Teachers are given free hand to design their own evaluation methods. ? Teachers also bridge the knowledge gap of the students through innovative pedagogical practices employed in their teaching.

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

> **Academic calendar for each session is prepared by University and college adhered to the same for teaching terms, vacations and conduct of exams.**

2.6 – Student Performance and Learning Outcomes

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

http://gcnnl.ac.in/images/93/MultipleFiles/File16011.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Please see the uploaded excel file	**Nill**	**Nill**	**Nill**	**Nill**	**Nill**
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2.7 – Student Satisfaction Survey

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

http://gcnnl.ac.in/images/93/MultipleFiles/File16010.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	**Nill**	**NIL**	**Nill**	**Nill**
Minor Projects	**Nill**	**NIL**	**Nill**	**Nill**
Interdiscipli nary Projects	**Nill**	**NIL**	**Nill**	**Nill**
Industry sponsored Projects	**Nill**	**NIL**	**Nill**	**Nill**
Projects sponsored by the University	**Nill**	**NIL**	**Nill**	**Nill**
Students Research Projects (Other than compulsory by the University)	**Nill**	**NIL**	**Nill**	**Nill**
International Projects	**Nill**	**NIL**	**Nill**	**Nill**

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
National seminar on ICT in education sector: Implication and challenges	Computer Science	18/02/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	0	0	Nill	0

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	Nill	Nill	Nill	Nill	Nill

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
NIL	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Commerce	2	5.75
International	Computer Sc.	2	8.66
International	English	1	Nill
International	Geography	1	Nill

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

Department	Number of Publication
Physics	9

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

Title of the	Name of	Title of journal	Year of	Citation Index	Institutional	Number of

Paper	Author		publication		affiliation as mentioned in the publication	citations excluding self citation
Hybrid swarm and GA based approach for software test case selection	Palak	International journal of Electrical and computer engineering	2019	Nill	Maharshi Dayanand University, Rohtak	7
Model of Maritial migration	Neetu Yadav	Research Analysis and Evaluation-(Old UGC list)	2019	Nill	Govt. College, Narnaul	Nill
Quest for Harmony in life: A study of Kamla Mark andayas two virgins	Mukesh	Journal of advances and scholarly researches in allied education (old UGC list)	2019	Nill	Govt. College, Narnaul	Nill
Women Entrepreneurship	Kavita	International journal of research and analytical reviews(old UGC list)	2019	Nill	Govt. College, Narnaul	Nill
Current trends in Banking	Kavita	International journal of research and analytical reviews(old UGC list)	2019	Nill	Govt. College, Narnaul	Nill
Extended interval type-II and kernel based sparse representation method for face recognition	Sudesh Yadav	Expert system with applications	2019	Nill	Govt. College, Narnaul	Nill
[View Uploaded File](#)						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)						
Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Hybrid swarm and GA based approach for software test case selection	Palak	International journal of Electrical and computer engineering	2019	3	Nill	Maharshi Dayanand University, Rohtak
Model of Maritial migration	Neetu Yadav	Research Analysis and Evaluation-(Old UGC list)	2019	Nill	Nill	Govt. College, Narnaul
Quest for Harmony in life: A study of Kamla Mark andayas two virgins	Mukesh	Journal of advances and scholarly researches in allied education (old UGC list)	2019	Nill	Nill	Govt. College, Narnaul
Women Entrepreneurship	Kavita Yadav	International journal of research and analytical reviews(old UGC list)	Nill	Nill	Nill	Govt. College, Narnaul
Current trends in Banking	Kavita Yadav	International journal of research and analytical reviews(old UGC list)	2019	Nill	Nill	Govt. College, Narnaul
Extended interval type-II and kernel based sparse representation method for face r	Sudesh Yadav	Expert system with applications	2019	5	17	Govt. College, Narnaul

ecognition					

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	1	0	0
Presented papers	6	11	0	0
Resource persons	0	0	0	0

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Motivation lecture for NCC Cadet	HR-16 BN and GC, Narnaul	21	95
Environment Day celebration	HR-16 BN and GC, Narnaul	4	10
NCC Camp	HR-16 BN and GC, Narnaul	6	120
NCC day celebration	HR-16 BN and GC, Narnaul	40	90
NSS Special Seven Day Camp at Nuni Sekhpura Village	NSS Unit 1st,2nd,3rd Nuni Sekhpura	10	150
Plantation Programme	NSS Unit 1st,2nd and 3rd	8	50

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
nil	Nill	Nill	Nill

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Please see excel uploaded file	Nill	Nill	Nill	Nill

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	0

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Project Work	Summer Training	1-Royal Enfield , Narnaul	12/06/2019	12/07/2019	3
Project WorkTraining (Project Work)	Summer Training	2-Cashify Ltd , Gurugram	12/06/2019	12/07/2019	5
Project WorkTraining (Project Work)	Summer Training	3-Parle-G, Neemrana	12/06/2019	12/07/2019	6
Project WorkTraining (Project Work)	Summer Training	4-Imperial Auto Industres Faridabad	12/06/2019	12/07/2019	2

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nill	NIL	0

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
47.2	31.2

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added

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

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Soul 2.0 LE	Partially	2.0	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	25693	6927662	541	284038	26234	7211700
Reference Books	29144	13143354	618	344105	29762	13487459
e-Books	0	0	0	0	0	0
Journals	0	0	0	0	0	0
e-Journals	0	0	0	0	0	0
Digital Database	0	0	0	0	0	0
CD & Video	0	0	0	0	0	0
Library Automation	0	0	0	0	0	0
Weeding (hard & soft)	0	0	0	0	0	0

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nill
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	91	2	1	0	1	0	0	20	0
Added	0	0	0	0	0	0	0	0	0
Total	91	2	1	0	1	0	0	20	0

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

20 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
73.89	54.85	73.89	54.85

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

The new smart classrooms with a smart board, project, and computers have been purchased and installed to upgrade the teaching facility. The new smart classrooms are installed in Geology, Geography, Commerce, and Zoology. The various committees have been renewed for smooth functioning, maintaining, and utilizing academic and sports facilities. The physical facilities, such as Girls Common Room, Laboratories, Classrooms, Library, NCC office, NSS office, and Sports Complex, are maintained by House Keeping and Non-Teaching staff under the supervision of the Cleanness committee and Head of the Department, respectively. Utilization of the classrooms is facilitated to the students in working days. It is also made available to other governmental organizations, i.e., as Haryana Staff Selection Commission and Haryana Board of School Education, for conducting exams during vacations and holidays. The masonry and plumbing works are carried out by skilled persons of the governmental bodies, i.e., the Department of Public Health and Works, PWD (BR). Additionally, local skilled persons are hired to maintain the college infrastructure, and the expenditure is incurred from the Maintenance fund. Manufacturers and service personnel check laboratory and sports equipment during working and non-working days under the observation of the Lab Assistant. Stock registers are maintained

regularly. Athletic meet organized by the Department of Sports. The College has been funded under the RUSA scheme 1.0 for purchasing new equipment and renovating the existing facilities. The funds have been used to buy furniture, i.e., Bookcases, Almiraha, Chairs, and tables for staff, departments, and the library. The Department of Geology added new microscopes to the lab for advanced study and research. The College has good computers with high-speed internet connections and software, distributed in different locales like the departments laboratories, library and office. Internal Staff members maintain computers. Each laboratory has a Lab assistant who ensures proper usage of the computers, and hazardous equipment is handled with care. The working hours of the library are from 9:00 a.m to 4.00 p.m on working days. The activities like fumigation, preservation of books from insects and dust, and shelving reading materials are promptly regularly by the housekeeping /Library Staff. A power generator (25KVA) handles the occasional power shutdown. The non-teaching staff member under the supervision of a teaching staff member maintains it. The water cooler and RO system have been used for drinking, and a committee has been constituted for maintenance and work. The gardeners appointed by the College do tree plantation and garden maintenance. NSS, NCC, and YRC maintain certain areas of the College clean for planting. A water tank on the college campus has been constructed to keep the water available during the peak summer days. The parking slot for the staff members and students is available in the College. The registrar committee has constituted to review the students evaluation process in terms of internal evaluation, attendance, monthly class tests, and assignments seminars for UG/PG.

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CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Consolidated stipend and free books scheme for SC	691	1382000
Financial Support from Other Sources			
a) National	Nil	0	0
b)International	Nil	0	0
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
A separate English language lab established in our college , various short term programme (one week) organized on yoga ,meditation, persona counseling under the different	Nill	3950	Nill

cell of the college	

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	Extension lectures delivered under the aegis of placement cell	440	420	250	132

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
10	10	4

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
A separate placement cell established in our institution regarding this program	Nill	Nill	Axis Bank Ltd. Bandhan Bank Ltd. CSB Bank Ltd. City Union Bank Ltd. • Tata Consulting Services Ltd. • Infosys Ltd. • HDFC Bank Ltd. • Hindustan Unilever Limited. • ICICI Bank Ltd. • Bharti Airtel Ltd. • Larsen Toubro Ltd.	120	30

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	13	B.A , Bcom , BSC,M.A, Mcom, MSC	All Department	IGU Rewari MDU Rohtak University of Rajasthan	Ph.D, MBA, M.Tech

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	6

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
64thAnnual Athletic meet	College Level	135

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	NIL	Nill	Nill	Nill	00	Nill

No file uploaded.

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

All the department have separate subject society in which students class representative participate and discuss the welfare , academic excellence of the students.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

300

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

50000

5.4.4 – Meetings/activities organized by Alumni Association :

Bi-annual meetings are organized by alumni associations to augment the welfare of the institution in the form of financial help i.e. donation of career oriented books among the students , disbursement of winter clothes to needy students etc.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Institute has a mechanism for delegating authority and providing operational autonomy to all the various functionaries to work towards decentralized governance system. The Institute promotes a culture of participative management by involving the staff and students in various activities. All decisions of the Institution are governed by the management of facts and information. Both students and faculties give their suggestions to improve excellence in every aspect of the institute. The Principal, Academic coordinator and Staff members are involved in defining the policies and procedures, framing guidelines, rules and regulations pertaining to admission grievance, counselling, placement and discipline. Students are empowered to play an active role as a coordinator of co-curricular activities and extracurricular activities, social service coordinator. Office members are involved in executing day-to-day support services for both students and faculties. During the year 2018- 19, the college organized cultural fest and delegated power to the teaching staff, non-teaching staff and students to mobilize the resources in the annual Cultural Fest – (Basant Utsav). Every Department has societies in which academic fests are organized by the teachers and students both. The academic fest at the department level is discussed by the HOD with the faculty team in consultation with the principal. The Principal, Faculty and Non-Teaching staff members are involved in executing the procedures,made by DHE guidelines and rules and regulation pertaining to admissions. Student union is also assigned duties regarding the grievances of the students during the time of admissions. Student's grievances redressal committee is always there for attending and redressal of student's problem. There is also an Internal complaint committee in which the students are empowered to play an active role as the student coordinator for taking the problems of the students and discuss these problems with the faculty and Principal. The IQAC (Internal Quality Assurance Cell) of the college is working hard incessantly and looking into the quality sustenance, enhancement and improvement of the College.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	1. Faculty member of each Department is member of IGU-Learning Outcome-Based Curriculum Framework (LOCF) for Undergraduate , CBCS Syllabus for post graduate. 2. Faculty members routinely attend Departmental meetings held in the University by the Parent Departments and Faculty Development Programmes for curriculum

	development/modifications. The college supports by providing duty leave for the same, all faculty members can avail this leave as, and how it is required. 3. The scope of curriculum prescribed by University is further strengthened by promoting research into associated and peripheral areas. Organizing talks, seminars, conferences, workshops. E-presentations by both experts and students, which explore the limits of prescribed syllabus and contribute to curriculum development.
Teaching and Learning	All the teachers of the College prepare Academic Teaching plan. They use the ICT Technology, Group Discussion, Case Study, project work, Fieldwork, multiple-choice questions related to the topic. ? Tools for Innovative Teaching and learning are : • e-Lectures portal created for students • Online lectures through MS Teams, Google meet, zoom,etc.. • Google classroom. •Newspaper cut-outs to showcase factual data, Projecting Newspaper, Broadcast News clippings • Regular assignments, Class-tests. • Writing exercise to impart analytical and critical writing skills to the students, • Various Softwares are used like SPSS, TALLY, MATLAB, MSOffice, etc.
Examination and Evaluation	1. The college has been Central Evaluation Centre (CEC) for all UG and PG classes, 2. A designated Coordinator is appointed for smooth running of exams 3. The college conducts Home-Examination after the mid-semester break in each semester.
Research and Development	The College provides a number of facilities for Research Development: like support for the organization of national/ international seminars/webinars, workshops, invited lectures, talks and conferences etc.
Library, ICT and Physical Infrastructure / Instrumentation	1. The college library is partially automated. It has 56732 books, reference books and subscribes 05 Newspapers. It has a separate Reading Room for girls and boys students. 2. Photocopy facility is also available for the students and staff.
Human Resource Management	The College takes the utmost care to manage its human resource efficiently and carefully. Following steps have been taken to manage the human

	resource: 1. Bio-metric attendance system ensures regularity and fair assessment of teaching and non-teaching staff. 2. Grievances of students are held by periodic General Assemblies, Grievance Cell ,Proctorial Board, Internal Complaints Committee and other channels. 3. Parents-Teachers-Student Interface are held twice a year to provide a platform to the Parents to interact on a one to one basis with their ward`s teachers to discuss and suggest any changes that would improve the existing modalities of teaching and infrastructure. 4. Review visits are conducted by IQAC to ensure proper working of the system. 5. College provides medical facilities to the students such as First Aid and install vendor machine(sanitary napkins) for girls students as per DHE norms
Industry Interaction / Collaboration	1. To expand the horizon, to extend facilities, to promote the research acumen, and to enhance the employability and job opportunities of the students, the college has extended interaction and collaboration with various institutions. As college run professional courses like BBA , BCA , M.Sc. (CS) so it provide opportunities to do summer training /internship in various industries /organization. 2. Beside this, department of commerce and management organize industrial visit for enhance the practical knowledge of the students.
Admission of Students	1. Admission of students are done as prescribed by the rules and regulations of the DHE. 2. Core committee and departmental subcommittees for admissions comprising Teaching and Non -Teaching Staff and student volunteers ensure smooth admission process. 3. Admission Grievance redressal committee is formed for each academic session to look into the Grievances of students 4. Separate Nodal Officers are appointed for smooth running process of the admission.

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

E-governace area	Details
Planning and Development	Time-Table, Attendance, Workload, Website Content, Academic Calendar, Curriculum Plan.
Administration	GEM

Finance and Accounts	E-Salary
Student Admission and Support	ERP
Examination	Offline

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	00	00	00	0
		View File		

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	00	00	Nill	Nill	Nill	Nill
			View File			

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	1	01/02/2019	21/02/2019	21
Short Term Courses	1	11/06/2019	11/06/2019	01
Short Term Courses	1	29/01/2019	29/01/2019	01
Short Term Courses	1	30/03/2019	30/03/2019	01
FDP	1	20/05/2019	01/07/2019	12
FDP	1	04/02/2019	09/02/2019	06
		View File		

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
• Reimbursement of tuition fee of their children as per rules •Reimbursement of medical bills • LTC,HTC Facility • Various kinds of leaves: Earned Leave, Child Care Leave, Casual Leave, Sabbatical, Study Leave etc. are given to the faculty members as per Haryana Govt. rules.	• Reimbursement of tuition fee of their children • Reimbursement of medical bills • LTC, HTC Facility • Festival Advance. • Uniform expenses • Cycle Advance • Two wheeler advance etc. are given as per Haryana Govt. rules.	.• Provides scholarships to the students as per Haryana Govt. rules. • Relaxation of attendance for participation in Sports/NCC/ various other intra/inter college /University /State/National/International level activities/events etc. as per University guidelines. • Placement/Career Guidance. • Common Room for girls students assistance for participating in the Sports/other Extra-Curricular Activities.

6.4 – Financial Management and Resource Mobilization

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

Audit by the higher education department government of Haryana.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
N/A	Nill	Nill

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6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	No	Nill
Administrative	Yes	Finance Department ,Govt. of Haryana	No	Nill

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

    1. The college organizes Parents-Teachers-Students Interface (PTM) every semester. These meetings aim to provide a platform to Parents to interact on one to one basis with their ward`s teachers and discuss and suggest any changes that would improve the existing modalities of teaching and infrastructure. 2. The Parents are invited for an interaction with the Principal and Staff on Orientation Day. This has been widely attended by parents. 3. Parents are

welcomed during admissions and interact with staff and students' volunteers. 4. Parents of all prize winners are invited on Annual Prize Distribution Function. 5. Parents are requested to fill the Feedback forms which are analyzed by the feedback committees so that appropriate action can be taken.

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

1. Organised one day GEM training workshop for teaching and non-teaching staff of Govt. College, Narnaul by IQAC and Computer Science Department of Govt. College, Narnaul 2. Office etiquettes and support. 3. Self management , wellness and happiness.

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

1. Introduction of new programs 2. E-Content development curriculum. 3. Introduction of outcome based education system. 4. Enhancement of infrastructure. 5. Introduction of examination reforms. 6. Industry collaborations. 7. Introductions to mentor ship diaries. 8. Online students admission.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	NIL	Nill	Nill	Nill	0

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Womens day celebration	08/03/2019	08/03/2019	380	0

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

Percentage of power requirement of the University met by the renewable energy sources
0 of power requirement of the College met by the renewable energy sources

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	10
Provision for lift	No	0
Ramp/Rails	Yes	10
Braille	No	0

Software/facilities		
Rest Rooms	Yes	1
Scribes for examination	Yes	3
Special skill development for differently abled students	No	0
Any other similar facility	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	Nill	Nill	Nill	00	00	00	Nill

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Professional ethics	01/07/2018	Code of Professional ethics is followed in the institution by all the faculty members.
Code of Conduct for Student	01/07/2018	Code of conduct for the students is printed and given to students.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence day	15/08/2018	15/08/2018	500
Observance of Constitutional day	26/11/2018	26/11/2018	180
Human Rights day	10/12/2018	10/12/2018	163
Voters day	25/01/2019	25/01/2019	300
Republic day	26/01/2019	26/01/2019	400
International womens day	08/03/2019	08/03/2019	380

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

1. Zero Garbage Concept
2. Anti Fire Crackers Campaign
3. Plastic free campus -We have a plastic free campus. Students and teachers are encouraged to use steel lunch boxes and natural packing materials.

4. Green campus - College has a green campus with several mini gardens having a wealth of different trees.Conscious efforts are taken to protect sustain the natural ecosystem.
5. Smoke free campus -College has separate parking area. Students are encouraged to use bicycle as their travelling means.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Title- Waste management in the college campus Objectives - Solid waste management is a major problem for many urban local bodies in India where urbanization and economic growth has resulted in increased solid waste generating per person. Context - In this G.C.Narnaul college the authorities have realised that there is a need to develop facilities to treat and dispose of increasing municipal waste. The Practice - College is regularly cleaned by cleaning staff and NSS volunteers. Segregation of different wastes are done. Biodegradable solid waste are regularly deposited in a pit. Evidence of Success - Students are taking part in the drive. Problem encountered - There is shortage of cleaning staff hence more resources person are required. 2. Title - Teacher -Students Guardian Scheme Objectives - To bridge the gap between teacher students through interaction. As 70 percent admitted students are from rural background.They are shy in nature and hesitate to interact with teacher, hence to enhance their communication skills Confidence and to make help in their problems. Practice - At the beginning of academic year students are allotted to all faculty members in class section wise.We have counselling of interests, career choice,their problems.Every Saturday with them meeting is done. Evidence of Success - Healthy relationship between teacher and students is established.Due to this,there is no ragging event happened in G.C. Narnaul college. Students confidence level boosted up. Students participation in extra curriculum activities has been increased. Problems encountered - Initially this activity takes more time to motivate the students to share their problems.Due to more number of admissions more number of guardians are required.

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

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7.3 – Institutional Distinctiveness

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

Government college Narnaul is a co-ed college. Its locational advantage of being near railway station has made this college hub of different academic activities. It has weak section, girls and boys students from different areas. College has NSS unit for boys and for girls running successfully in college campus. Some of college NCC cadets has been selected in central and state forces and giving their services with full dedication G.C. Narnaul also provides sports opportunity to all students. Many students has got prizes and positions at University level also. 64annual athletics meet was organized in14-15 nov2018 in which 85 girls participated. College has plan to begin some courses at PG level and starting honors in subjects level at UG level. College provides scholarship to needy students.

Provide the weblink of the institution

http://gcnnl.ac.in/images/93/MultipleFiles/File16009.pdf

8.Future Plans of Actions for Next Academic Year

1. Providing technical training to the office staff. 2. Introduction of bridge courses and add-on in the various department. 3 .Identifying weak learners and providing academic support to them. 4. Organizing academic seminars and lecture sessions for teachers and students. 5. Focus on a greater number of academic publications. 6. Focus on waste management, particularly recycling of paper. 7. Encourage the students to enable pursue students interests other than academics. 8. Arrangement for regular disposal of e-waste. 9..Renovation of the office space to provide a better working atmosphere.