



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**PRIYADARSHINI INDIRA GANDHI GOVT. COLLEGE  
FOR WOMEN, JIND**

**GOHANA ROAD, NEAR CIVIL HOSPITAL, JIND**

**126102**

**[piggcwjind.ac.in](http://piggcwjind.ac.in)**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

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# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Priyadarshini Indira Gandhi Government College for Women, situated at the heart of Haryana, Jind, is affiliated to Chaudhary Ranbir Singh University, Jind. The college has been accredited with grade A+ in PRAYAAS and recognised as one of the colleges of excellence by the government of Haryana. It was established by the Government of Haryana with the noble objective of imparting higher education to women at a time when there was no other government college for women in the entire district. The college commenced its functioning from the academic year 2005 with the strength of 500 students and 10 faculty members offering degree in Arts and Commerce, in the P.G block's building of Government College Jind. Presently, it has the strength of almost 2811 students and 79 teaching faculty members. The college was shifted in its own building in 2012 which was inaugurated by former Chief-Minister of Haryana Honourable Sh.Bhupender Singh Hooda on 3 June, 2012. The area of college is almost 28123sq.metres.(4720sq metres. covered Ground Floor ) 6.94 acres. The college has smart classrooms with Wi-Fi facility, library, a fully air conditioned auditorium, six science labs(physics, chemistry, botany, zoology), two Geography labs, one language lab and three Computer labs to facilitate teachers and the students with modern tools. The college currently offers B.A, B.A English Honours, B.A Geography Honours, B.Sc. Computer Science B.Sc. Non-Medical, B.Sc. Medical, BCA, B.Com and B.Com Honours. It also offers one year Computer course & E.V.S. it has strong ethics in pursuit of excellence. The college promotes all round development of students through a wide range of extracurricular activities. The students have won medals at district level, state level and university level in sports and cultural competitions. The college constitutes various committee such as women cell, legal cell, placement cell , Red Ribbon Club , Eco Club, Earn While You Learn etc which help in creating awareness among the students of their rights and duties, social ethics and to execute all schemes and plans of the government for the holistic growth of the girls.

### Vision

- The college visualizes a future where women empowerment is no more a goal but a reality. The vision of the college is assuring justice and equality to women in a patriarchal society by extending academic, economic, emotional and moral support.
- To be recognized as a role model institution striving for the intellectual, physical , spiritual , economical , social and holistic development using modern technology, practical and innovative student centric methodology by providing a healthy, hygiene, eco-friendly, safe, secure and stress free environment.

### Mission

- To become a centre of excellence in higher education for women in an atmosphere of autonomy.
- To provide a well planned and smooth curriculum and implementation of it.
- To govern the practices of the college based on values and moral principles.
- To provide quality higher education to girl students to enable them to face the challenges of the society with courage and confidence and mould them to be socially responsible citizens
- To provide stimulating active learning environment attracting young women with exceptional desire to

make a difference in the world.

- To inculcate a responsible disciplined, hard-working, honest, self-restrain attitude among the students.
- To facilitate the students with best infrastructure facilities.
- To sensitize the students of their legal rights and duties, gender issues and environmental issues.
- To provide the students financial support by implementing various govt. Schemes and utilizing various govt grant for the welfare of the students. To encourage the meritorious and talented students and provide them awards as per norms.
- To explore the creativity of the students through extracurricular activities such as competitions, seminar, workshops, lectures etc.
- To train the girls against the anti- social elements.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

- An easily approachable prime location of the college.
- The strength of the students is the strength of the college.
- A transparent online admission process purely based on merit and the highest admission merit cut off in the district.
- Introduction of a number of courses with internal subject choice and an effective, well planned, well documented curriculum for the students.
- Emphasis on all round development of the students.
- Class tests, group discussions, quiz – programmes remain a vital part of the teachers' lesson plan.
- Various govt schemes duly implemented by the staff to empower students. Transparent and timely utilization of govt grants by various committee such as women cell, legal cell, Earn while You learn, NSS, library, sports etc.
- Various activities conducted in the college for enhancing the knowledge and confidence of the students and to make them socially responsible citizens.
- Special programmes , schemes and lectures conducted to aware the students about various social issues such as health & hygiene , cleanliness , diseases , moral values , road safety , career oriented programme etc .
- Well equipped labs such as three computer labs, two Physics labs, two Chemistry labs, two Botany labs, one Zoology lab, one Language lab and two Geography labs.
- Better Academic performance of the students.
- Good achievement of the students in sports and cultural activities.
- The needy and capable students are benefitted financially under the scheme EARN WHILE You LEARN.
- Science Exhibition is organized to enhance the experiential learning of the students.
- A well – equipped multipurpose AUDITORIUM in the college for organizing various academic, social and cultural activities.
- Use of smart rooms to provide technology – based education to the students.
- E-Version of the college magazine 'ANAHITA 'an innovative and eco-friendly step to save papers and ultimately trees – the oxygen of human life.
- Installation of CCTV cameras in the college to keep a watch on the activities of the students and to create a safe and secure environment and the availability of PCR and Durga Shakti at the main gate of the college.

### **Institutional Weakness**

Although the government is taking the initiative to avail some special routes of public transport to the girls but still transport is a big problem for the girl students of rural vicinity.

- Hostel facility is not available for girls.
- Maintenance of building is a big problem as this task is under PWD authority.
- There is no language lab instructor.
- No facility of solar system.
- No facility of PG courses for girls.
- Home science and music are the basic subjects for girls but these subjects are not introduced in the college.
- Lack of value added courses.
- Transfer and deputation of teachers in mid- session is also a big problem for smooth teaching learning.
- Lack of Placement of the students

### **Institutional Opportunity**

- Introduction of vocational education, agreement with the industry and introduction of value added courses to make the students skilled good human beings.
- ICT enabled class – rooms need to be increased.
- The college has scope for introduction of various PG classes in the subjects of English, Geography and Commerce as there are Honours classes in the college in these subjects.
- To provide the hostel facility and college bus service.
- Study leave to the teacher to promote research.
- Research facility to the students.
- More community outreach programmes.
- Improve the communication skill of the students.
- MOUs can be signed to promote research.

### **Institutional Challenge**

- To provide the students proper transport facility.
- To maintain the college infrastructure.
- Non – availability of regular faculty due to state govt policies.
- Lack of interaction between the teacher and the students due to increasing number of students in the class.
- Lack of job – oriented courses.
- The principal has no autonomous power.
- To organize parents teacher meeting.
- To control the evil effects of social media on the students.

- Lack of communication skill of the students.

## 1.3 CRITERIA WISE SUMMARY

### Curricular Aspects

#### Curricular Planning & Implementation

Since the inception of the college PIG Govt. College for Women Jind on dated 14/10/2005 to 2017-18 session the college implemented the curriculum of K.U.K but since 2017-18 session it has been following the curriculum of C.R.S.U Jind as it has been affiliated to the CRSU by the Govt. of Haryana. Some teachers of the college participate in curriculum planning as a member of various bodies of the University such as Academic council, cultural & sports council.

#### Academic Flexibility

As per the guidelines of DGHE Haryana there is a special focus on courses, curriculum. Infrastructure has also been upgraded to remain responsive to the changing needs of the students. The courses offered by the college presently are B.com, B.A, BCA, B.sc (Medical), B.sc (Non-Medical), B.sc (Computer Science) B.A English Honours. B.A Geography Honours. One year computer course (Compulsory) has been introduced to enhance the skill & a sense of employability among the students. In even semester course of Environmental Studies has also been introduced .

#### Curriculum Enrichment

The college provides counselling assistance to all the students for enhancing their intellectual, physical, spiritual & professional skill. In the core courses the curriculum incorporates cross-cutting issues of human values, gender, environment & sustainability. The College conduct various extracurricular activities for the enrichment of syllabi .The College facilitates the students with all facilities necessary for their growth and all around development. The facility of smart class rooms, well equipped science labs (physics, chemistry, Botany, zoology), Geo labs, language lab, partially digital library, smart multipurpose auditorium, sports facilities for indoor & outdoor games are also provided.

In order to enhance the creativity of the students the E- version of the annual college Magazine 'ANAHITA' has been released to develop an attitude of paperless work culture.

#### Feedback

As a learning organization, college received feedback from the alumni, parent & students, teacher to resolves the problems of the students for betterment.

The college evaluates the POS, PSO & Co every year. The syllabus has been completed with revision. A few students got top position in the university.

## **Teaching-learning and Evaluation**

As per the direction of DGHE Haryana and the norms of the university a transparent online admission process purely on merit and reservation policy of the state of Haryana is implemented. The cut off merit admission list always remains higher than other institutions in the district.

### **Teaching learning Process**

In the beginning of the session an orientation or assembly is organized to make the new students familiar with the college infrastructure, curriculum & co-curricular activities of the college. Annual academic calendar including lesson plan & extension activities is formed and displayed for the convenience of the students. Keeping in view the holistic development of the students various students' centric participative, innovative, experimental & problem solving methodologies are used. The available E-resources smart class rooms, language lab, computer labs, science labs, computer Labs, smart multipurpose auditorium are fully utilized to make the teaching learning process more comprehensive, analytical interesting & effective.

Various activities such as seminar, science exhibition, Educational tours, quiz competitions and other activities are organized to enhance the creativity of the students. E-version of the college Magazine ANAHITA is released to promote the creativity of the students and to develop a paperless work culture.

In order to instil the spirit of discipline among the students the name of the long absentee students are struck off by sending the yellow and pink letter card to their parents and fine is also imposed on the absent students.

### **Teacher Profile & Quality**

Our college is embellished with experienced and highly qualified staff against sanctioned post or workload. In order to enhance their professional skill all the teacher participate in professional development programs and also publish and presented papers in National and International journals/seminar/conferences.

### **Evaluation Process & Reforms**

As per the guidelines of the university, appropriate assessment is incorporated into the learning process. The institution has an effective mechanism to redress the grievances.

Assessment is incorporated into the learning process to achieve the learning goals of the courses through class test, assignments, attendance percentage of the students. Continuous evaluation has been done periodically.

## **Research, Innovations and Extension**

Faculty members of the college have published research papers in various UGC approved journals of National & International level and some teachers have also edited or authored books. A number of teachers have participated in summer school, winter school, workshops, orientations, refreshers short term training, programmes, seminars & conferences etc for grooming their professional skill . The college has also contributed in organising national symposium in collaboration with History Congress of Haryana. As per the direction of DGHE Haryana teachers are provided with duty leave & TA /DA by the university or college for professional development programs. The teachers are also provided with compensatory or Earned leave in lieu of work during holidays or vacation.

## **Extension Activities**

The students are motivated to garner research achievement through extension activities. A number of activities have been conducted by the various cells and committee of the college to sensitize of the students towards social issues such as educational tour, adventurous tour, science exhibition, vote awareness programs, gender sensitization, legal rights & duties, health & hygiene, seminar on digital India, demonetization, save water, road safety, Nursing Training & Spoken tutorial, Earn while you Learn, Swatch Bharat Abhiyan, NSS Camps etc. The students also participate in various community outreach programs in order to create awareness in the society.

The college has received several trophies and awards in sports activities at state and National, International level.

## **Infrastructure and Learning Resources**

The Institution enables healthy environment for teaching-learning process providing pollution free, safe & secure lush green campus in nearly 10 acres of land. The college has sufficient facilities for academic, cultural, sports & other activities including well furnished girls common room, class rooms, smart class rooms, well equipped two chemistry labs, two physics labs, two Botany labs, one zoology lab, one language lab, two Geog labs, two comp. Labs, one digital library and one big multipurpose smart auditorium.

Library equipped with smart facilities has the seating capacity of more than 150 readers in one time. There is a regular assessment of infrastructure to keep pace with the changing needs due to increase in number of students & introduction of new courses. The maintenance & up gradation of infrastructure is the responsibility of the PWD of the Govt. Of Haryana & the building maintenance committee of the college inform the PWD about the requirement time to time. The committee takes the student centric decisions to support inclusive infrastructure. In order to create an eco- friendly environment solid waste management system, rain harvesting system, vermin compost has been installed. The proposal for installation of solar system has been sent to the Dept. of Higher Education Haryana.

## **Student Support and Progression**

The college is committed to excel in all sphere of students' life therefore every student who joins the college is extended academic, psychological, professional & financial assistance. Every year the college utilized the grants sanctioned to women cell, sports, placement cells, Earn While You Learn, IT, Red cross, N.S.S, Science exhibition, library etc for the holistic development of the students. The students with financial constraints are benefited by scholarship (SC&BC). Merit scholarship is also given to the meritorious students. Talented & needy students are financially facilitated through Earn while you learn scheme & a sense of employability is developed among the students.

## **Students Progression**

Placement cell of the college organised various programmes & activities such as seminars, workshops, extension lecturers etc. A visit to job fair is arranged for the students & they are benefited by the visit. Some competitive books & magazines are also purchased for the students.

Women cell organised Various competitions, workshops, seminars & extension lectures of eminent personalities on gender issues, legal rights and duties, health & hygiene, personality development, status of women in the society are organised.

Legal cell of the college makes the girls aware about their legal rights & duties. The two units of N.S.S organised various programs, one day camp & special camp of seven days to develop the spirit of community service among the students & make them responsible citizen.

Electoral club , the Red Ribbon Club and YRC also organized competitions to aware the students about the diseases such as HIV/AIDS , voting rights etc.

The students participate in cultural & sport events at college level, inter college, university level, district, national level & their achievements are commendable at various levels. A number of committee (approximately 70) have been constituted to assist the students and for the smooth work culture of the college. The progression of the students to higher education is commendable.

### **Alumni Engagement**

The Alumni Association has been registered to work as guide for the welfare of the students and to improve the institute functioning. Some Alumni have also been working in the college & other fields.

### **Governance, Leadership and Management**

For the fulfilment of the college mission, vision &, the leadership, we strive to maintain an open healthy, stress free, interactive & cooperative environment. The staff & administration work with zeal to comprehend & articulate rapid changes in the academic structure & functioning of the institute.

### **Strategy deployment & development**

Following the direction of DGHE Haryana the college has been progressing focusing on the holistic development of the students. The college promotes a culture of participative management. Before commencement of each academic session, the college council & other committee are formed for the smooth functioning of the institute & develop a healthy stress free environment & inculcating a spirit of team work among the staff members & the students. All the Committee do regular meetings with head of the institution to discuss the activities. All these activities are evaluated by the IQAC. The budget allocation to the college is made by the Haryana Government which is disbursed by the Principal to different departments/committee for lab up-gradation, purchasing books, equipment and other necessary expenditure. The college conducts external audit as per the directions issued by the Haryana government. There is a Performance Appraisal System for teaching and non-teaching staff to ensure accountability and transparency.

Quality assurance is a dynamic process and IQAC has contributed significantly in developing quality consciousness in the entire college. It has brought about positive changes in functioning of the college by setting benchmarks for quality.

### **Institutional Values and Best Practices**



PIG College for women accredited grade 'A+' in PARYAS by DGHE Haryana is a reputed institute in the district.

The college is easily approachable situated on the main road with best facilities.

The code of conduct has been displayed.

Installation of CCTV cameras

Availability of PCR and Durga Shakti on the main gate.

The fee structure is very low .

Online admission process purely on merit base, e-salary system, biometric attendance, digital administration online classes is in practice.

- A well planned curriculum .
- The environment is healthy, peaceful, stress free & secure. There is always a gate keeper & security guard on the main gate.
- To maintain discipline name of the long absentee students have been struck off.
- The needy & talented students are benefited by the various schemes.
- The college promotes gender equity & sensitivity through various gender equity activities.
- Several activities are conducted for the promotion of national values, human values.
- Various E- resources have been used by the teacher.
- New courses & subject have been introduced such as combination of computer with maths & Economics as an elective subject, B.sc. Medical, B.sc computer science, BCA, B.com, B.com Honours. B.A Eng Honours.
- Environmental consciousness has been an integrated component of the college activities, courses & syllabi. One year compulsory paper of environmental Studies has been introduced.
- Rain harvesting, solid waste management, vermin compost, botanical garden, medicinal plants groom the beauty of the college campus.
- LED bulbs are widely used for promoting use of renewable energy resources.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	PRIYADARSHINI INDIRA GANDHI GOVT. COLLEGE FOR WOMEN, JIND
Address	Gohana Road, Near Civil Hospital, Jind
City	JIND
State	Haryana
Pin	126102
Website	<a href="http://piggcwjind.ac.in">piggcwjind.ac.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Rajeshwari Kaushik	01681-249581	9467687384	01681-255865	gcwjind@yahoo.com
IQAC / CIQA coordinator	Manisha Dalal	01681-297010	7015781775	01681-245221	manishajaglan19@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	For Women
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	14-10-2005

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

State	University name	Document
Haryana	Chaudhary Ranbir Singh University	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	12-09-2012	<a href="#">View Document</a>
12B of UGC	12-09-2012	<a href="#">View Document</a>

**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?	Yes
If yes, name of the agency	DGHE HARYANA
Date of recognition	18-11-2019

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Gohana Road, Near Civil Hospital, Jind	Urban	6.94	4720

## 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	BCom,Commerce	36	XII	English,Hindi	40	32
UG	BCom,Commerce	36	XII	English,Hindi	200	179
UG	BA,Arts	36	XII	English,Hindi	450	450
UG	BA,Arts	36	XII	English,Hindi	40	38
UG	BA,Arts	36	XII	English	40	37
UG	BSc,Science	36	XII	English	88	81
UG	BSc,Science	36	XII	English	80	53
UG	BSc,Science	36	XII	English	66	62
UG	BCA,Computer Science	36	XII	English	60	47

### 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	0				3				46			
Recruited	0	0	0	0	2	1	0	3	20	20	0	40
Yet to Recruit	0				0				6			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				32
Recruited	23	7	0	30
Yet to Recruit				2
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
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			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	2	0	0	2	4	0	8
M.Phil.	0	0	0	0	1	0	2	8	0	11
PG	0	0	0	0	0	0	16	8	0	24

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	6	0	7
M.Phil.	0	0	0	0	0	0	2	3	0	5
PG	0	0	0	0	0	0	6	18	0	24

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	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

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male		Female	
	0		1	
		Others		Total
		0		1

**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	0	0	0	0	0
	Female	2811	0	0	0	2811
	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	0	0	0	0
	Female	424	458	495	500
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	671	640	773	825
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	1453	1585	1479	1522
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		2548	2683	2747	2847



## Extended Profile

### 1 Program

#### 1.1

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

2018-19	2017-18	2016-17	2015-16	2014-15
299	297	285	259	222
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 1.2

**Number of programs offered year-wise for last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
9	9	9	8	8

### 2 Students

#### 2.1

**Number of students year-wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
2847	2747	2683	2548	2237
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

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

2018-19	2017-18	2016-17	2015-16	2014-15
508	508	559	617	617

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.3

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

2018-19	2017-18	2016-17	2015-16	2014-15
889	898	892	786	601
File Description	Document			
Institutional data in prescribed format	<a href="#">View Document</a>			

## 3 Teachers

### 3.1

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

2018-19	2017-18	2016-17	2015-16	2014-15
74	60	15	14	19
File Description	Document			
Institutional data in prescribed format	<a href="#">View Document</a>			

### 3.2

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

2018-19	2017-18	2016-17	2015-16	2014-15
85	91	43	43	36
File Description	Document			
Institutional data in prescribed format	<a href="#">View Document</a>			

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls

**Response: 35**

## 4.2

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

2018-19	2017-18	2016-17	2015-16	2014-15
92.65	69.54	65.50	71.36	45.45

## 4.3

**Number of Computers**

**Response: 119**

## 4.4

**Total number of computers in the campus for academic purpose**

**Response: 100**

## 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:

P.I.G. Govt. College for Women, Jind, affiliated to Chaudhary Ranbir Singh University, Jind follows the curriculum given by the university. The University provides the academic calendar. Based on the university academic calendar, our college prepares its own academic calendar. The academic calendar provides date of commencement of the academic session, duration of semester, period of internal assessment tests, final semester examinations etc. Subject-wise as well as teacher-wise time-table is prepared by the concerned Departments. Then the teachers are assigned their respective time-table. Lesson Plans are prepared by teachers. The teachers prepare the teaching materials and delivery content. The teaching plan is prepared by the individual department under the guidance of concerned staff council. The tutorials help the students in developing a healthy rapport with the teachers. This makes the students bold enough to communicate their problems that cannot be addressed during lectures. Laboratory work demonstrates how theory can be verified by experiments through interpretation of results. Every department of the college workout the teaching plan of all members of every subject for the completion of syllabus. To enhance academic excellence, a clear cut action plan involving time frame for completing the syllabi (Lesson Plan) is made available on college website and notice boards which is easily accessible to the students. Detailed Academic and extra-curricular activities are planned by each departments in advance. The date and theme of such activities are conveyed to the students. Sports and cultural Activities to be carried out in a semester are planned in advance by respective departments. Problems and suggestions of students are collected by class In-charges. At the onset of new session, Orientation Programme is organized in which time-table and other college activities viz. Cultural and Sports Activities, and the activities to be conducted by NSS, NCC, Women Cell, Red Ribbon Club, Legal Cell units of the college. Principal of the college holds review meeting of the respective departments regularly. For the procurement of new books, Journals and other teaching aids, the librarian gets the budget sanctioned well in advance. In the college, faculty and other staff maintain cordial relations with the students and are always available for the help of the students.

As per the university norms, the students are assessed through assignments, assignment tests, attendance and field work. In addition, students are encouraged for PowerPoint presentations, debates and declamations etc. Exhibitions/Classroom-Seminars/Extension Lectures/Debate and Declamation/Quiz Contest/Excursions are regular features in the college. The College provides all basic facilities including well equipped laboratories, well stocked and partially-digital library, multi-purpose Auditorium, Smart Class Rooms, Indoor and Outdoor sports facilities for the implementation of the curriculum effectively. There is a provision of cash prizes for the students who deliver best performance in academic, cultural and sports activities. Convocation Programme is organized at the end of the academic session in which eminent personalities from different fields are invited to honour the students with their degrees.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

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

#### Response:

Continuous assessment and evaluation is an integral part of the teaching learning process. Every institute has its various mechanisms for continuous internal evaluation and Academic Calendar is comprised of all activities related to internal evaluation and assessment. Our college has well- defined standard operating procedure to develop the teaching plans and it follows well- defined academic calendar. Adherence to academic calendar is essential for the conduct of CIE. Our college being affiliated to Chaudhary Ranbir Singh University, Jind prepares its own academic calendar completely in line with University academic calendar. The activity calendar shows the start and end of each semester stating various activities to be conducted, internal and external evaluation schedule. In this Calendar various activities to be conducted during the whole session are mapped out by IQAC in consultation with each cell and department. Then the tentative schedule is chalked out. The institution organizes activities like Orientation Programme for new entrants, Talent search, Sports Meet, Science Exhibition, Vasant Utsav and activities to be conducted by various cells where students find opportunities to project their aptitude. Then students are motivated to exploit their aptitude in different fields. Each course and the respective teacher has his or her own pattern of internal assessment and evaluation like practicals, group discussions, seminar presentations, PPT presentations and field work etc. As per their teaching plans each teacher takes a liberty to schedule their own internal assessment and evaluation procedure in their subjects. Academic calendar has a source of information for every stake-holder of the college. It encompasses all the activities related to the academic growth of the students. Continuous assessment and evaluation of the students is planned in the academic calendar. Students are assessed through assignments, class tests and attendances. 20 marks are set for the internal assessment of the students. The division of these 20 marks is as follows:

Assignment 1: 5 marks

Assignment 2: 5 marks

Class test : 5 marks

Attendance : 5 marks

Total : 20 marks

Internal and external practical examinations in the practical subjects are held at the end of each term. Examination for the compulsory paper Environmental Studies is conducted by the institutes on its own level. Students are also assessed through field work in the courses of Geography, Botany, Zoology and Environmental Studies. After end of each semester University examinations are held. The schedule of these examinations is displayed on the students' notice-board. In the subject of after the end of each

For the better conduct of CIE various measures are taken by the institution. Teacher-wise time-table is prepared well in advance. According to the time-table, teaching-plan is prepared by the respective subject

teacher which is displayed on the students' notice-board as well as uploaded on the college website. Feedback from different stake-holders is taken by IQAC which further ensures the improvement in process of CIE. Suggestion-boxes are installed for students. Students are made techno-savvy by using smart-classes and then students are directed to prepare and present their own PPTs.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

**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:** B. Any 3 of the above

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

## 1.2 Academic Flexibility

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

**Response:** 88.89

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

**Response:** 8

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

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

**Response:** 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**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:** 0**1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

**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 curriculum of our college is vital enough to encompass various cross-cutting issues like Human Values, Gender, Professional Ethics, Environment and Sustainability. Almost every subject directly or indirectly sensitizes the students about the socio-economic and socio-cultural aspects of Humanity, Gender, Environment and Professional Ethics. Moreover various functions are organized by Women Cell, Legal Cell, NSS and Placement Cell. In such functions students are made conscious about essential human values in connection with gender, environmental issues as well as professional ethics.

**Human Values:**

Values are the guiding principles of our lives. They are essential for positive human behaviour and actions in our daily lives. Respect, acceptance, consideration, appreciation, openness, affection, empathy and love

towards other beings are essential Human Values that make a part of almost every subject like Hindi, English, Sanskrit, Geography, History, Political Science, Sociology, Commerce and Physical Education.

### **Gender:**

Gender issues pertaining inequalities, biasness and discrimination are still flagrant issues in India. Gender sensitization finds an ample scope in the curriculum of our college. English and Hindi literatures minutely observe the gender based inequalities and further sensitize the students for gender justice. In addition, the syllabi of Political Science, History, Sociology, Economics, Physical Education make the girls students aware about their position and rights. Beyond the curriculum Women Cell organizes various competitive activities that help a lot in abolishing the myth of frailty of the fair sex. The girl students are made empowered with head, heart and hand, Moreover Legal Cell invites eminent personalities in the field of law who enlighten the students especially the girl students about their legal rights.

### **Environment and Sustainability:**

Clean and healthy environment is the natural right of every being on this earth. But for doing economic growth we have degraded the environment. To make the students conscious about the environmental degradation and its immediate and imminent dangers, a compulsory paper of EVS has been introduced for all UG classes. Environmental issues are also discussed in the syllabus of Geography, Zoology, Botany Economics, Hindi and English literature. Hence the students learn that economic growth can be sustained only when we preserve our environment.

### **Professional Ethics:**

Professional ethics are defined as the personal and workplace codes and rules that every professional must observe. The curriculum of commerce is pregnant with Professional Ethics. In addition to this, Professional Ethics find a space in the syllabi of Political Science, Geography, Sociology, History, Hindi and English literature. Guest lectures of various professionals are conducted by the Placement Cell. Through these lectures students get benefited in terms of their career they desire to pursue. Students also gain the knowledge of Professional Ethics related to the different fields.

<b>File Description</b>	<b>Document</b>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>



**1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years****Response:** 1.49**1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
04	04	04	04	04

File Description	Document
Programme / Curriculum/ Syllabus of the courses	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

**1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)****Response:** 3.09**1.3.3.1 Number of students undertaking project work/field work / internships****Response:** 88

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**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:** B. Any 3 of the above

File Description	Document
Any additional information (Upload)	<a href="#">View Document</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

#### 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

**Response:** A. Feedback collected, analysed and action taken and feedback available on website

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

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 91.74

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

2018-19	2017-18	2016-17	2015-16	2014-15
982	965	991	961	998

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

2018-19	2017-18	2016-17	2015-16	2014-15
1074	1100	1100	1034	1034

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 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:** 64.04

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

2018-19	2017-18	2016-17	2015-16	2014-15
288	318	362	372	371

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 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:

The college organized orientation program for the students at the commencement of new batch every year. The program would help students to get familiarized with the institution curricular, co-curricular activities, facilities, rules and regulations. Before the commencement of classes, the essential requirements of students are identified and addressed at the earliest by way of a strategic approach. The college assesses the learning levels of the students in two ways at the time of the commencement of the programme. Students enrolled in various disciplines are identified as slow and advanced learner on the basis of their marks and the test conducted by teachers. This helps to identify the slow learners and initiatives are taken by the teacher to bridge the gap between the slow learners and the advanced learners. The tutors of the respective classes extend valid support to the students.

To check the performance of the students, tests and assignments are given to the students and on the basis of their Performance and their attendance in the classroom they are given assessment marks which prove very helpful in checking their overall performance during the year.

#### Strategies adopted for slow learners

- To improve the academic performance of the slow learners, the presentation of advance learners on various topics has been conducted in the classrooms. This practice helps the struggling learners to improve subject knowledge.
- The teachers formulate clear and succinct learning goals for students. The teacher tries to bridge the gap between the advance learner and slow learner by revision and practise of the topics in which the slow learners are weak.
- The tests are taken and the mistakes committed by the students are discussed in the classroom so that they can improve their mistake.

The slow learners are taught the basic fundamental things of the subjects in simple language according to their level. The technique of revision is followed by teachers so that the things –rules, regulations, formulae etc may imprint in their brain and questions based on basics of the subject are frequently asked from them. The students who solve the problem speedily are admired and appreciated in front of all the students. This practise inspires slow learnersto do better in the classroomand a spirit of competition develops among them.

#### Strategies Adopted for Advanced learner

- The best performers are identified on the basis of test, group discussion, internal assessment, university examination and participation in the classroom. They are advised to participate not only in curricular but also in co curricular activities to develop analytical and problem solving abilities to improve their presentation skill.
- Providing opportunities to develop their creativity by participating in inter college as well as national level activities.
- A healthy competitive spirit is inculcated among the advanced learners to get best rank in the university.

- Semester toppers and university rank holders are encouraged with certificate and cash prizes by college.
- Various activities are conducted by all the departments in respective areas to mould the students in corresponding field.

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

**Response:** 38:1

## 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 aim of education is the holistic development of the students and to get this aim various students centric methods are adopted for effective delivery of the subject's knowledge and to explore the creativity of the students.

As stress free and participative atmosphere for students, the teachers try to make students acquainted with the facts in order to increase the ability to imagine. Debates and group discussions on the topics already discussed in the classrooms are conducted for better understanding of the text. The slow learners are duly benefited from such discussions and often these discussions lead to new innovations. The departments of humanities organize various activities such as Parliament sessions, Quiz, Poster Making, Speech, Poem Recitation, Play etc. to aware them about the reality of the society

Learning process is accomplished with innovative experiments in well-equipped labs as two labs of Geography, Physics, chemistry, Computer Science, language lab and multipurpose auditorium. All these facilities play a major role in creating a better teaching and learning.

To develop a kind of passion for practical learning among the students, every year the government of Haryana allocates the budget for the science exhibition in order to enhance innovative teaching learning process.

Science Exhibition & quiz competitions are organized by the departments of science, computer science and geography department. The students also participate in science exhibition at district level, university level and state level in which they got positions.

Educational tours being a part of education are organized for the students and they visit Geographical and Historical sites etc. It provides exposure to the students and enhances their practical knowledge and develops their holistic personality. Our students also participate in adventurous trips organized by DGHE time to time.

There are 11 smart class rooms with projector to provide them with hands on learning experiences through the application of theoretical concepts learnt in classrooms. It has made the teaching learning scenario more innovative. Student can reach teachers through virtual media.

The students are encouraged to make the use of e-books, journals and other related materials. Even the E-version of college magazine 'ANAHITA' has been uploaded on the college website. Keeping in view the all round development of the students the college organize academic as well as extracurricular activities time to time. We are going to start a Research Center for teacher and student

The library of our college is equipped with ICT facilities. Library at present is using software of University library SOUL version 2.0 state of the art integrated library management software designed and developed by the INFLIBNET centre Ahmadabad remote access to e-resources through N list membership are available to the college staff and students for better teaching learning process.

In order to create a sense of employability among the students they have been engaged in administration function through Earn While You learn scheme.

To make the students responsible citizens via various committee such as NSS, RRC, YRC, Sports, Women Cell, Legal Cell etc. Organize various programmers and competitions.

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

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

#### Response:

Priyadarshini Indira Gandhi Government College for Women (P.I.G. G.C.W.), Jind adopt latest technology for the effective learning of students. Campus is fully Wi-Fi and all the computer systems across all the labs are having internet connectivity and latest software's as per the requirements of the student's curriculum. Campus has eleven smart class rooms which contain projector and a computer system. More than 65% of teaching staffs are using these smart class rooms for imparting their knowledge with the students. There is a language lab in the campus which is having latest software's:

- Tense buster V9
- Clarity infinity
- Core skills for technical writing
- Clarity V 7.0
- Clarity's study skills success
- Core skills for business writing
- The sky pronunciation suite

Besides these software's, students have accessibility to the well know knowledge sources inside the campus. Names of a few software's are as below:

- Edx
- NPTEL
- Shodhganga
- Shodhsindhu
- Inflibnet
- Shodhgangotri
- EPG Pathshala
- National Digital Library
- Khan Academy
- Moodle
- Coursera
- Wiziq

Library of the college is in the main building premises on the first floor. It is equipped with ICT facilities. It has seating capacity of 150 students. It is automated with all its subsystems airy reading halls and Wi-Fi. It has facility to access e-resources through open access and also through NLIST link as the college is a member of NLIST program of INFLIBNET. This is one of latest Library Management Software incorporating latest technologies that library to serve its users more efficiently using:

1. Browser based access.
2. Improved user-friendly OPAC interface.
3. Easing out Import/export of data.
4. Quick report generation in different formats etc.
5. Library automation was started with the purchase of desktop and SOUL software version 2.0 in and it started creating database of its holdings. With the up gradation of SOUL and automating other subsystems, Bar-coding of Books was done and Bar-coded Library membership cards were also introduced in 2015. With this the college Library became one of the Govt. College Libraries of Higher Education Department, Haryana which were using barcode technology for circulation.

Library at present is using software of university library 'Soul V2.0' a state of the art integrated library management software designed and developed by the INFLIBNET Centre Ahmadabad. It also provides teachers with necessary learning resources for effective delivery of curriculum. All faculty members have been provided with unique user ID and password for accessing NLIST site that offers 80409 e-books and 3828 e-journals in full text form. Librarian along with computer science department faculty members helps students in accessing database.

Library is looking forward to:

1. Setting up of e-library with the arrangement of sufficient numbers of computer sets in better ration of students.
2. Installing RFID system.

File Description	Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process.	<a href="#">View Document</a>

**2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year )****Response:** 57:1**2.3.3.1 Number of mentors****Response:** 50

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	<a href="#">View Document</a>
Mentor/mentee ratio	<a href="#">View Document</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View Document</a>

**2.4 Teacher Profile and Quality****2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years****Response:** 86.83

File Description	Document
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**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:** 41.28**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**

2018-19	2017-18	2016-17	2015-16	2014-15
16	13	08	08	10



File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 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:** 2.69

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

Response: 198.88

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

#### 2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

**Response:**

##### Evaluation Process and Reforms

#### 2.5.1 Mechanism of Internal Assessment is transparent and robust in terms of frequency and variety.

**Response:** - Assessment of performance is an Integral part of teaching and learning process. The Mechanism of internal Assessment is transparent as the marks of Assessment are divided in a particular pattern as per University norms.

Marks of Test = 5 Marks

Attendance = 5 Marks

Two Assignments = 5 Marks each

Two Marks = 20 Marks

The pattern for Science subject.

Marks of Test = 5 Marks

Attendance = 5 Marks

Two Assignments = 5 Marks each

Practical = 50 Marks for each semester.

Tests & Assignments are evaluated by the teachers and are shown to the students and they are made known of their short comings. Even further guidelines for improvement are advised by the teachers. Marks of Assessment are displayed on the notice board. The students who fail to submit the Assignment on proper time, they are also given special chance for the submission. Assignments are taken through presentation also. As far as the marks of Attendance are concerned, 75% Attendance are mandatory for each student. Names of students are struck off if they remain irregular in this regard first of all yellow card is sent to the students to give them warning and finally if they don't report within the given time their names are stuck off by sending pink card. The whole mechanism is transparent.

File Description	Document
Any additional information	<a href="#">View Document</a>

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

**Response:**

**Mechanism to deal with examination related grievances is transparent, time-bound and efficient.**

**Response:** - Final examinations are conducted by the University at a fix time. The students are informed regarding the date sheet or any change in the given schedule of the University.

- If students face any grievances regarding University Roll. Number, Result, Registration No etc. Their applications regarding the grievances are forwarded to the concerned authorities of the University.
- In case of any trouble in the Examination centre during university exams, Supdt.-In-Chief In charge (Principal) takes necessary steps to sort out the problems.
- Students are provided chances for improvement by the University and even mercy chance to obtain passing marks.
- If a student remains dissatisfied with her result, she can apply to get the copy of her answer book as per the RTI Rule 2005.

A complaint box is there in College campus for the students to lodge complains or suggestions.

File Description	Document
Any additional information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

### 2.6.1 Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

**Response:**

Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution. Course outcomes are communicated to the students in the beginning of the academic session. Each teacher tries to make aware his students regarding the benefit of studying the specific course so that they may concentrate wisely. Course outcomes are uploaded on website of the college time to time. Lesson plan of each month of all courses are uploaded on the website of college and teachers follow the practice of completion of the course as per the lesson plan. For the enrichment of course outcomes various activities are conducted by different departments time to time. During the orientation programme in the beginning of the academic session students are guided about different courses run in the college and regarding their outcomes. The placement cell appraises the students of what to expect from the different courses especially in terms of outcomes. In order to update their subject knowledge teaching faculty also join refresher courses, short term faculty development programmes etc. These courses update the level of their teaching. The program and course offered by college fulfil the needs and interest of the students and play an important role in order to make them employable and good citizens. Various activities are conducted under the aegis of various committees to inculcate self confidence and to provide a motivational platform to the students. The program and course outcomes aim at imparting knowledge and skills for the holistic development of the students

File Description	Document
Upload COs for all courses (examples from Glossary)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional information	<a href="#">View Document</a>

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

**Response:**

The teaching learning Strategies and effective evaluation system ensure the achievement of the specified learning outcomes. The Institution adopts various techniques to evaluate the attainment of the program outcomes and course outcomes which is as below.

- Internal assessment based on class test, assignments, attendance.
- University examination results.
- Performance in the classroom, group discussion, debate, performance in practical sessions and field trips.

- Participation in science exhibition conducted at college level, district level and state level.
- Feedback from the students.
- Performance in various competitive exams & progression of students to higher education
- Participation in various extracurricular activities organised by YRS, placement cell, women cell, and cultural committee and also by the departments.
- Participations in various awareness programmes organised by NSS.
- Participation in youth parliament, debate, legal awareness competitions.
- Teachers evaluate the result of their students which is verified by the result verification committee and review by the Principal.
- The IQAC analyse the API of the teachers and give score as per their performance.

The Department of Higher Education reviews the performance of the institutions and accredited the grade and grant as per their performance.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional information	<a href="#">View Document</a>

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

**Response:** 44.33

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

2018-19	2017-18	2016-17	2015-16	2014-15
627	389	319	230	257

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

2018-19	2017-18	2016-17	2015-16	2014-15
889	898	892	786	601

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Paste link for the annual report	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1 Online student satisfaction survey regarding teaching learning process

**Response:** 2.72

File Description	Document
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>

## 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 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 in the institution during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

#### File Description

Institutional data in prescribed format

#### Document

[View Document](#)

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

##### 3.1.2.2 Number of departments offering academic programmes

2018-19	2017-18	2016-17	2015-16	2014-15
9	9	9	8	8

#### File Description

Institutional data in prescribed format

#### Document

[View Document](#)

**3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years****Response: 2****3.1.3.1 Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
0	1	1	0	0

File Description	Document
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

**3.2 Research Publications and Awards****3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years****Response: 0.6****3.2.1.1 Number of research papers in the Journals notified on UGC website during the last five years.**

2018-19	2017-18	2016-17	2015-16	2014-15
3	7	9	2	1

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.2.2 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: 0.11****3.2.2.1 Total number of books and chapters in edited volumes/books published and papers in**

**national/ international conference proceedings year-wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
1	3	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.3 Extension Activities****3.3.1 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:**

Moving beyond the domains of structured teaching -learning processes, the extension activities taken by the institution include the NSS activities. The 2 NSS units are actively engaged in various activities throughout the year. The ongoing SBSI Campaign has been working for the last two years in nearby villages. The NSS volunteers actively participate in awareness drives / rallies / campaigns to sensitize the students and the community on issues ranging from women empowerment / importance of suffrage / anti –human trafficking / HIV AIDS / tree-plantation to communal harmony .This is a double edged process whereby volunteers themselves get sensitized while they participate to sensitize others.

Alongwith this with a commitment to holistic education, the institution undertakes activities beyond the structured, formal classroom teaching and involves students in creative processes- instilling ethical values and societal responsibility. We have been consciously working towards facilitating our students to become self-reliant and economically independent. Workshops and related activities are regularly organised to generate awareness among our students thereby developing their creative skills and enabling them to organize events, work in groups, take-up leadership roles and engage themselves at the community level. Several activities are carried out throughout the year.

**Red Ribbon Club**

This society works towards spreading awareness among the students, the marginalized and the larger community on an extremely sensitive issue which is shrouded in negative social - cultural connotations. A few activities are listed below:

- 1.Students' Rally on World AIDS day.



2. Formation of Human Chain and Pledge for Donation of Blood.
3. Poetry Writing Competition on 'AIDS Awareness'.
4. Interactive Sessions with HIV affected persons.
5. Lectures on "Youth and HIV-AIDS.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

Response: 1

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

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>

### 3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years ( including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

Response: 45

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

2018-19	2017-18	2016-17	2015-16	2014-15
12	9	4	9	11

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years

**Response:** 16.98

#### 3.3.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
655	597	612	202	211

File Description	Document
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

## 3.4 Collaboration

### 3.4.1 The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-job training, research etc during the last five years

**Response:** 1

#### 3.4.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	1	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years

**Response:** 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

## 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:**

The College was established in 2005 with limited infrastructure. In a very short span of 15 years it has gradually developed its infrastructure and facilities. It is situated in the prime locality of Jind on a sprawling area of 28123 Sq. mtrs with built up area of 4720Sq. mtrs. The Institution has an administrative block, conference room, sufficient numbers of class rooms and laboratories. There are 35 class rooms. The laboratories are adequate in number. Class rooms and laboratories are well furnished, ventilated and properly lit. Moreover the college has a huge multipurpose hall, a language lab and an EDUSAT room that facilitate great learning experience for the students.

**Smart Class Rooms:** To promote digital learning among the students there are 11 smart class rooms out of 35 which are well equipped with CCTVs, computer panels and white boards with projectors, USB and Wi-Fi access. Students can comprehend the concepts easily by using the multimedia tools. Apart from this, the smooth functioning of the college and to enhance the digitization of work, teaching and administrative departments are also equipped with 19 desktops and printers. There is a lease line of 2 mbps from BSNL. The college campus is fully Wi-Fi.

**Computer Labs:** For more creative and innovative teaching and digital learning of the students, there are 3 computer labs with 75 computers in working condition. These labs are equipped with printers, projectors, speakers and internet.

**Language Labs:** The college has an air-conditioned English Language Lab with 25 computers, printer cum scanner, projector with white board, speakers and internet facilities. It helps the students in improving their pronunciation and communication skill.

**Science Labs:** The labs are the backbone of any institution where extensive research and practicals are carried out. Our college has 9 labs with 6 store rooms and a dark room.

Physics Labs                      2

Chemistry Labs                      2

Botany Labs                      2

Zoology Lab    1

Geography Labs                      2

**Library:** A library is a window to the world. Our college too has a good library with facility of semi-automation. 150 students can sit and read together. It contains

Books in Library 12553

Books in Book-Bank 455

Daily Newspapers 14

Magazines 14

Access to E-Resources Through NLIST programme of INFLIBNET

Computers 2 with printer and Internet facilities

**Research Centre:** The college has established its research centre where extensive research can be carried out by students and teaching faculty. It is equipped with two computers and Internet facility. There is a facility to access E-Resources through NLIST programme of INFLIBNET.

**Multipurpose Hall:** The college has a huge fully air-conditioned multipurpose hall with seating capacity of more than 1500 where various cultural, sports and academic programmes are organized.

**Girls' Common Room:** There is a provision of girls' common room in the college with proper seating and dressing arrangements.

**Canteen:** The college has a canteen with proper hygiene and sanitation where qualitative and delicious refreshments are available.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

##### Response:

“Apart from education, you need good health, and for that, you need to play sports.”, our ever shining cricket star Kapil Dev has said. Everybody knows a healthy body is the abode of a healthy mind. So keeping in view of the health and interest of the students, our college has developed excellent sports facilities. The college has a 45\*20 metres sports ground where Kho-Kho, Kabaddi, Lawn Tennis and

Cricket are played. A 200 metres athletic track is shared with the adjacent Govt. Postgraduate College for organizing Annual Athletic Meet. A gymnasium of 10.6\*30 square feet area have been established within the Dept. of Physical Education. The facilities of treadmill, abdominal press, standing cycles, weighing machine, chess and carom boards are available in this room. A sport achievement board is also maintained for the motivation of students. The college has a huge multipurpose hall where indoor gaming events like table tennis, badminton, ball badminton, fencing, boxing, wrestling, yoga and sports classes are held. Thus our college is trying its level best to prove true the Greek physician Hippocrates' words: "Sport is a preserver of health."

In cultural development of the students, our college is on the lead because "culture, in the words of Pt. Jawaharlal Nehru, is widening of the mind and of the spirit." For the cultural development of the students, the college organizes cultural activities under the aegis of cultural committee. And for the organization of these cultural activities, the college has a fabulous multi-purpose hall with seating capacity of more than 1500 students at a time. This hall is fully air-conditioned with proper ventilation. It is also equipped with projector and projector screen. In this hall various cultural and academic activities like dance, skits, mimes, poem recitation, speech, alumni meet, and convocation are organized with zest and zeal. The college also hires instructors for preparation of various cultural competitions. And the result is that our students find considerable positions in various college and university level cultural fests like Ratnawali and Youth Festivals and International Geeta Jayanti Mahotsav organized by Govt. of Haryana. Moreover, the cultural performance of our students is very much appreciated not only in the nation but also in abroad.

The college has two NSS units with enrolling capacity of 50 students in each unit. The NSS Cell has its own room with computer and internet facility. This Cell organizes camps and various social activities for social awakening and socio-cultural development of the students.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### **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:** 31.43

##### **4.1.3.1 Number of classrooms and seminar halls with ICT facilities**

**Response:** 11

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

**4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)****Response:** 10.41**4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2018-19	2017-18	2016-17	2015-16	2014-15
6.31	6.97	6.85	8.54	5.82

File Description	Document
Upload audited utilization statements	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

**4.2 Library as a Learning Resource****4.2.1 Library is automated using Integrated Library Management System (ILMS)****Response:**

P.I.G. Govt. College for Women, Jind Library is in the college main building premises on the First floor. The Library is equipped with ICT facilities. Library is equipped with 150 seating capacity. Library is partial automated with all its subsystems airy reading hall and Wi-Fi. It has facility to access of e-resources through open access and also through N-LIST link as the college is a member of N-LIST program of INFLIBNET.

Library at present is using **Software of University Library 'SOUL version 2.0' a state-of-the-art integrated Library Management Software** designed and developed by the INFLIBNET Centre Gandhinagar, Gujarat . This is one of latest Library Management Software incorporating latest technologies that library to serve its users more efficiently. It is easy to operate and requires less programming/computer skills with the pre-requisite of nominal data entry, maximum possible integration of operations and powerful search and query facilities. The major Features and functionalities of SOUL 2.0 are as follows:-

1. Browser based access
2. Improved user-friendly OPAC interface

3. Easing out Import/export of data
4. Quick report generation in different formats etc.

Library automation was started with the purchase of desktop and SOUL software version 2.0 in and it started creating database of its holdings. With the up gradation of SOUL and automating other subsystems, Bar-coding of Books was done and Bar-coded Library membership cards were also introduced in 2015. With this the college Library became one of the Govt. College Libraries of Higher Education Department, Haryana which were using barcode technology for circulation.

User Education programmes are also organized from time to time (generally in the starting of every academic session) to make best from these provisions.

Library is looking forward to:

1. Setting up of E-Library with the arrangement of sufficient numbers of computer sets in better ration of students.
2. Installing RFID system.

Remote accesses to e-resources through N-LIST membership are available to the college staff and students. The College Central Library provides teachers with necessary learning resources for effective delivery of curriculum. All faculty members have been provided with unique user ID and password for accessing NLIST site that offers 80,409 e-Books and 3,828 e- Journals in full text form. Librarian along with computer department faculty helps students in accessing database. User education programme are also done to this effect in the starting of every session.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional Information	<a href="#">View Document</a>

#### 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	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

#### 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:** 1.7

##### 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)

2018-19	2017-18	2016-17	2015-16	2014-15
1.02	1.55	2.80	1.81	1.31

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

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

**Response:** 2.12

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

**Response:** 62

File Description	Document
Details of library usage by teachers and students	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 4.3 IT Infrastructure

#### 4.3.1 Institution frequently updates its IT facilities including Wi-Fi

**Response:**

The organization embraces policies and procedures for adequate technology upgradation and maintenance. The ICT facilities and other learning resources are present to support the teaching & learning processes. The staff and students have access to internet facilities to remain updated about the contents and syllabi of their respective subjects and current events in the field. Wi-Fi access is available throughout the campus for the betterment of students and teachers. LAN facility is available in various labs across the institution. Continual upgradation of IT Infrastructure is carried out as per govt. regulations from time to time to facilitate enhanced teaching /learning experience.

To promote digital learning among students there are **11 smart classrooms** in the campus which are well equipped with CCTV's, computer panels and white boards with projectors, USB and Wi-Fi access. Students can comprehend the concepts easily by using these multimedia tools.

In order to assist teachers to make teaching more creative and innovative there are 3 computer labs in the institution -

- **First Floor Computer Lab 1 (105):** equipped with 13 Desktops, Printer, Projector, Speakers and LAN connectivity, Lease line.
- **First Floor Computer Lab 2 (106):** equipped with 12 Desktops, Printer cum scanner, Projector, Speakers and LAN connectivity, Lease line.
- **First Floor English Language Lab 2 (109):** Equipped with 25 Desktops, Printer cum scanner, Projector, Speakers, internet facility, white-board etc.
- **Second Floor Computer Lab 3 (217):** Equipped with 50 Desktops, Printer, Internet facility etc.

Apart from this for the smooth functioning of the college and to enhance the digitization of work teaching and administrative departments are also equipped with 19 desktops and printers. There is a lease line of 2 Mbps from BSNL in the campus and also the campus is fully Wi-Fi.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

#### 4.3.2 Student - Computer ratio (Data for the latest completed academic year)

**Response:** 28:1

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

**Response:** E. < 05 MBPS

File Description	Document
Upload any additional Information	<a href="#">View Document</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

## 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:** 90.74

**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)**

2018-19	2017-18	2016-17	2015-16	2014-15
86.34	62.56	58.65	62.83	39.63

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

**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:**

Optimum utilisation and proper maintenance of physical, academic and support facilities is essential for effective teaching-learning and research. The institute has a proper mechanism through which the task of infrastructure utilisation and maintenance is done efficiently. Budgetary provisions are made by the Govt. and the institute itself for establishing, maintaining and updating the physical, academic and support facilities.

**Utilisation and Maintenance of Campus:** The institute has a beautiful and optimally utilized campus that facilitates conducive environment for teaching-learning. The maintenance of the building is under the PWD Dept. of Haryana Govt. If any task of maintenance is due, then it is written to the concerned department and that department takes action accordingly. The institute has also developed its internal mechanism for utilisation and maintenance of the campus. For the task of cleaning and beautification 4 and 2 personnels are out-sourced respectively. Moreover, the Govt. has provided manpower on apprentice and under Saksham Yojna. Apart from this, various committees are constituted that invigilate the task of utilisation and maintenance:

- College Building Maintenance and Repair Committee
- Property Committee

- GEM Purchase Committee
- Building Fund Committee
- Sanitation and Cleanliness
- Electricity Committee
- Outsource Committee
- Dilapidation Committee
- Anti-smoking and Anti-tobacco
- Proctorial Board
- Girls Common Room Committee
- Cycle Stand Committee
- PWD and Public Health Committee
- Canteen Committee

All the committees do their task with efficiency. If any item or instrument is to be purchased or got repaired, then quotations are called according to the norms and all the concerned try their best to complete the task in a time-bound manner.

**Utilization and Maintenance of Library:** It is the knowledge dissemination centre, so it is maintained in an efficient manner. For proper utilization and maintenance of library, the Library Committee headed by the Senior Librarian has been constituted that observes the task of purchasing books, almirahs, furniture, computers, notice-boards etc. Dusting and cleaning is done on regular basis. A library attendant is also available for maintaining discipline and helping students in issuing books.

**Utilization and Maintenance of Classrooms:** The institute has 35 classrooms including 11 smart rooms. All the classrooms are well lit, ventilated and furnished for smooth functioning of the classes. Fans, tube lights, chairs, boards, benches get repaired by the concerned committee like Property, Smart Class, Electricity, College Building Maintenance and Repair and GEM Purchase committee as and when required.

**Utilization and Maintenance of Labs:** There are 9 science labs, 3 computer labs and an English language lab. For proper utilization and maintenance of these labs, Lab Augmentation, IT Equipment and Maintenance, and Language Lab Committees have been constituted. These committees do well in their respective areas. Laboratories are cleaned everyday. Repairing and purchasing various equipments, scientific instruments, devices, printers and computers is done as and when required. Computer and language labs are equipped with UPS inverters and Acs that are also subjected to regular maintenance. Lab attendants are also available for smooth functioning of the practical classes. For maintaining the good performance of computers for academic and administrative work, antivirus software has been installed. The Dept. of Computer Science holds the responsibility of overall maintenance and updation of IT infrastructure.

**Utilization and Maintenance of Sports Facilities:** The institute has developed adequate sports facilities. It has 45\*20 mtrs. Sports ground where Kho-Kho, Kabaddi, Lawn Tennis, and Cricket are played. Another playground with 200 mtrs. athletic track is shared with the adjacent PG College for organizing Annual Athletic Meet. A gymnasium of 10.6\*30 sq. feet have been established within the Dept. of Physical Education. Multiple hall is used for indoor gaming facilities. For conducting Annual Athletic Meet, every member of the institute contributes his or her best. The Invitation Committee invites eminent personalities for the boost up of the sports persons. A photographer is made available by Photography Committee. Discipline Committee observes discipline during the Meet. Proper seating arrangement is done by the

Seating Arrangement and Tent, Mike and Sound Committees. For procurement of sports material, a Sport Board, headed by the Senior most faculty member of the Dept. of Physical Education, has been constituted. The Sport Board is authorised for purchasing sports material, maintenance and updation of sports facilities.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

## 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: 18.31

##### 5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
487	493	438	613	360

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 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: 0

##### 5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 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:** E. None of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

**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:** 5.21**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**

2018-19	2017-18	2016-17	2015-16	2014-15
200	200	150	100	50

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**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
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

## 5.2 Student Progression

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

Response: 0.07

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

2018-19	2017-18	2016-17	2015-16	2014-15
3	0	0	0	0

File Description	Document
Self attested list of students placed	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

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

Response: 27.11

#### 5.2.2.1 Number of outgoing student progressing to higher education.

Response: 241

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

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

Response: 40



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

2018-19	2017-18	2016-17	2015-16	2014-15
13	4	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**

2018-19	2017-18	2016-17	2015-16	2014-15
13	4	0	0	0

File Description	Document
Upload supporting data for the same	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 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: 6**

**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.**

2018-19	2017-18	2016-17	2015-16	2014-15
01	1	02	01	01

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

#### Response:

As Per Letter No 18/280-2007 UNP (4) dated Oct 9, 2018 Panchkula, the state govt accepted the mode of student's union elections which had been discontinued 22 years ago in Haryana. The Election was held on 17-10-2018.

Name of the elected Executive students Council

Sr. No.	Name of the students	Class	Roll No.	Office
1	Anu Sangwan	B.sc III N.M	99930084	President
2	Poonam	B.Sc. II N.M	1435420020	Vice-President
3	Jyoti	B.Com III Hons	108090042	Secretary
4	Sneha	B.Sc. II NM	1435420026	Joint Secretary

The Student council actively participate in the academic and administrative committees of the institution. The members of council play an active role in executing various student oriented activities with the support of teaching fraternity. The student council also support in adherence to the mission of the college. The members of the student council also maintain discipline in college level programs as Vasant utsav, other cultural activities & all sports activities. They also help in organization of Farewell parties and other Programmes for students. The student's council contribute in resolving the grievances of the Students.

Our students also played the role of student – editors for various sections in our annual college magazine ANAHITA. Students also work in various departments under EARN WHILE YOU LEARN scheme. Various committee as Women Cell, Placement cell, Legal cell, NSS, Cultural , Red Youth etc. Conduct so many competitions and extracurricular activities every year in which our students participate with zeal and enthusiasm.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

### 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:** 2.2

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

2018-19	2017-18	2016-17	2015-16	2014-15
03	02	02	02	02

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

## 5.4 Alumni Engagement

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

**Response:**

To strengthen the ties between alumni and college and to utilize the rich experience of old students for the benefit and progress of the present students. We took the initiative and have got registered our Alumni association, 'Alumni Association of Govt. College for women, Jind' on Dec.2019.

Its Registration no. is 02514.

Our alumni association is the first registered association at distt. Level. We have started our journey for the destination of the following objectives

1. To undertake activities of nation building including those of charitable nature.
2. To exchange professional knowledge, organised technical conferences seminars and workshops.
3. To get the valuable advices or suggestions of alumni in the overall development of the college.

4. To motivate alumni for their bright future.
5. To encourage the alumni to take abiding interest in the progress and development of the Almamater

To bridge the gap between alumnae and the college, we organized 'Alumni – Meet' on 19 Jan.2020 in which more than 200 alumni participated with zeal and enthusiasm. During the Alumni-meet, Alumnae were also informed regarding the centralized Alumni portal, as planned by the higher education department.

198 Alumnae have joined us as a life member. We have fabricated WhatsApp groups to trace the Alumnae. We have also created a link on college website regarding the Alumni-association.

As per NAAC guidelines feedback was also taken from the Alumnae during the alumni meet and feedback report has been handed over to the in charge of IQAC for action-plan. In future we have also planned to utilize the experiences of old students for the benefit of the present students.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

#### 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 college has a clearly defined organisation structure with an indulgence of seventy five committee. The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution.

The life force of the administration ensures imparting quality education. Institution overseas and ensures all necessary infrastructure and other developmental activities. Institution strives to steer for the implementation of the strategic plans adopted.

The college makes a consistent effort toward a consistent growth for the development of society through education. The college ensures publicity and transparency in the admission process. Prospectus and other details are uploaded on the college website providing details and schedule of admission.

The college promotes all round development of students through a wide range of extracurricular programs. It creates awareness among the students of their right and duties and social ethics and executes all schemes and plans of the government for the holistic growth of the girls.

The college assures justice and equality to women in patriarchal society by extending economic emotional and moral support. It strives for the intellectual physical spiritual economical social and holistic development using modern technology, practical and innovative student centric methodology by providing a healthy, hygienic, eco-friendly, safe, secure and stress-free environment.

The college provides a well planned and smooth implementation of it and govern the practices based on Values and moral principles. It has become a centre of excellence in higher education for women. It facilitates the students with the best infrastructure facilities. It explores the creativity of the students through extracurricular activities such as competitions, seminars, workshops and lectures etc.

The college provides the student financial support by implementing various government schemes and utilising the government grant for the welfare of the students. It encourages the meritorious and talented students and provides them awards as per norms. It trains the girls against the anti social element.

The college inculcates a responsible, disciplined, hardworking, honest, self-restrain attitude among the students. It provides simulating active learning environment-attracting young woman with exceptional desire to make a difference in the world. It provides equality higher education to girls students to enable them to face the challenges of the society with courage and confidence and moved them to be socially responsible citizens.

The students with financial constraints are benefitted with scholarship by college. The college provides merit scholarship to the meritorious students.

Placements cell of the college provides career guidance to the students. Legal cell of the college make the girls available to their legal rights and duties. Red Ribbon Club of the college aware the students about the diseases. The staff and administration work with zeal to comprehend and articulate rapid change in the structure and functioning of the institution.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

#### Response:

Decentralization is having a significant impact on policy, planning and management of higher education. Decentralization is seen as a means of improving the efficiency of education system and the quality of educational services. Principal, Vice Principal, IQAC Members, teaching staff, non-teaching staff, supporting staff, student representatives (CR), Alumni committee, mentor- mentee and various other committees jointly empowered to propose, design, formulate and execute their plans within the frame work of college. The Academic, Administrative, NSS, IQAC all are working together for the smooth running and over all functioning of the college.

College administration is decentralized to ensure the quality and efficiency. The principal of the college, at the helm of all the affairs, has complete autonomy to govern the institution within the preview of the rules and regulations framed by the government. Principal appoints the conveners for various committees with the consent of the council members and further nominates the members of the committees. The Committees carryout the activities and at the end of the academic year, the convener submit the report of the work done to the head of the institution. All these activities are evaluated by the IQAC. All the Committees hold regular meetings with head of the institution (Principal) to review the activities of their Committees. The Committees monitor the execution of the policies. In this way duties and responsibilities are shared and decentralized. Finally all the administrative, academic and financial activities are reviewed by the Principal and Council Members to ensure administrative and academic accountability of the system.

**Case Study:** Decentralization and Participative management of our institution is best shown in the case study of utilization of grant for Lab Up-gradation

In the session 2018-19, our institution received grant of Rs 1,50,000 from the Office of Department of Higher Education, Panchkula, for the up-gradation of laboratories. A committee was constituted by the Principal for the utilization of grant. The Principal called a meeting of the committee members to discuss the matter and directed them to receive requirement of grant from different departments like Science, Geography and Computers. As per the requirement submitted by different departments, the amount was allocated to them. Then the whole grant was utilised and bills were submitted in the office. After that, the College Bursar examined and scrutinized the bills thoroughly. At the end, the bills were signed by the Principal, who is the sole authority of the institution having power of DDO (Drawing and

Disbursing Officer) duly authorised by the Department of Higher Education, Haryana.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

#### Response:

The college believes in excellence in all spheres so that the students and faculty of the college gets high class infrastructure and opportunity to learn new skills to deal with universal challenges. To make this possible and effective, the institute divided the workloads into various committees so that proper strategies can be developed. The distinguished faculty members under the leadership of Principal, and other council members brought out the best possible detailed strategies and its deployment plan.

Being a state government run institute, the formulation of the strategic plan is planned by higher education department. The deployment of plan has been implemented by this institute. In the last five years the institution has worked on various deployments which have been pursued to develop qualitative environment in the college.

These strategies include the creation of ICT based infrastructure in teaching-learning and administration as well as upgradation of Science laboratories, computer facilities and computerization. Institution also planned to create sports and cultural infrastructure to increase the participation of the students in sports and cultural activities. In this way, the strategic plan of the Institution reflects the vision and missions to develop the excellence in higher education. Accordingly, the following major deployments might be considered:

- The Institution upgraded computer culture with ICT based smart class room.
- The Institution has upgraded science laboratories.
- Established close linkage with alumni association.
- College magazine was published online.
- Beautification of Botanical garden is done on regular basis.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

#### Response:



The college has a democratic set up where each unit is given full freedom to work out its innovative plans for development. The hierarchical order is maintained and there is internal coordination and harmony among the various units of the college. The academic goals are set through collaborative efforts of the various components of the institution. Then responsibilities are assigned to the departments and their individual teachers. The H.O.D's/ senior most teachers and conveners of administrative committees, societies play a significant role along with the principal in monitoring the progress of the work. Under the intensive mentoring by the administration, the goal is achieved by the dedicated efforts of the faculty.

### **Functions of various bodies:**

The institute has constitutional bodies which are designated with various roles and responsibilities as listed below:

**Administrative Set Up:** The Principal performs the Important and integral part of the organization and ensures the smooth running of the college. The Principal is vested with the day-to-day running of the college. She has her team of Departmental Heads, the IQAC Coordinator, the college Council Secretary and the Deputy Superintendent to assist her in execution of this work and to prepare an overall comprehensive development plan of the college regarding academic, administrative and infrastructural growth, and enable College to foster excellence in curricular, co-curricular and extra-curricular activities.

Administrative Officer Keeps a record of the college level budget for each academic year and maintain daily records and documentation pertaining to attendance and service of all the working staff. HODs/ Senior Most Teachers Maintain a department level status sheet regarding student and faculty performance and look after the fine functioning of their respective departments. The extracurricular activities are planned in consultation with all stakeholders.

The Finance Committee (Bursar), the purchase Committee and the Hostel Committee take important decisions regarding finance, building construction, renovation and maintenance and issues related to the college hostel.

The IQAC plans and suggests the process for implementing the various academic activities. It arrange for periodic assessment and accreditation of specific academic programmes and projects. In addition to this, it also encourages self-evaluation, accountability, autonomy and innovations within all departments of the college.

As this is a government college, all posts are filled as per laid down procedure and selection criteria provided by DHE Haryana. Service Rules and promotional policies are also according to norms of Haryana Government.

In our college, we have Grievance Redressal and Sexual Harassment Cell to deal with the admission, internal assessment, detention, examination, affairs related grievances. The internal complaints and other problems of students as well as of staff, under the system are solved by Grievance Cell.



File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>
Link to Organogram of the Institution webpage	<a href="#">View Document</a>

### 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:** A. All of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
ERP (Enterprise Resource Planning) Document	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

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

**Response:**

The staff and the faculty are the most vital components of any organization; the Teaching employees are regarded as key players, on the other hand, the Non-Teaching employees are pillars of the college functioning. Their well-being, satisfaction and motivation propel any organization to its peak. Following are the various measures taken for welfare of the teaching and non-teaching staff:

**For Teaching Staff:**

1. Duty Leave for attending Seminars, Conferences and Workshops. For encouraging the faculty towards research and development, the college permits the employees to attend national and international conferences, seminar, and workshops by sanctioning them duty leave.
2. Study Leave for pursuing PhD and research work is given.
3. Healthy and hygienic work environment.
4. Under CSR rules, compensatory leave is given to teaching staff in lieu of work done during holidays.
5. Casual leaves, Child Care Leaves for 2 years, Maternity Leave and medical leaves are given as per Haryana Government policy.
6. Employee Provident Fund for teaching staff.

7. Annual and PhD Increments are given as per policy.
8. Education allowance facility is also available for teaching staff as per the rules of Haryana Govt.
9. Medical Reimbursement facility is available for staff under the guidelines of Haryana Government
10. Faculty appointments prior to 2004 are eligible for pension benefits on Retirement.
11. Gratuity Scheme and GIS (Group Insurance Scheme) are available for teaching staff.
12. Various kind of loans are also provided to teaching staff according to the rules of Government of Haryana.
13. LTC in terms of one salary is provided in one block of three years.

#### **For Non -Teaching Staff:**

1. Employee Provident Fund and Gratuity scheme for non-teaching staff.
2. Staff members pursuing higher education can use library facility and computers.
3. Annual Increments and promotions are made as per policy.
4. Various leaves available to non-teaching staff are vacation leave, casual leave, Earned Leaves, medical leave and maternity leave for ladies staff.
5. Medical Reimbursement facility is available for staff under the guidelines of Haryana Government.
6. To make non-teaching staff updated with the new technology, training like online banking was provided to them.
7. Various kind of loans are also provided to non-teaching staff according to the rules of Government of Haryana.
8. LTC in terms of one salary is provided in one block of three years.

The college tries to implement any of the welfare schemes launched by the government for teaching and non-teaching staff from time to time.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

#### **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: 8**

##### **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**

2018-19	2017-18	2016-17	2015-16	2014-15
5	04	04	00	0

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

**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**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

**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:** 10.33

**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**

2018-19	2017-18	2016-17	2015-16	2014-15
19	3	1	2	0

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View Document</a>
IQAC report summary	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

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

#### Response:

Haryana Govt. has introduced Performance Appraisal System (PAS) for teaching and non-teaching staff in the Govt. colleges and universities as per UGC guidelines. All faculty members fill prescribed Performa for self-appraisal. PAS system encourages the faculty members to make excellent performance in teaching –learning and research. The institution has performance based appraisal system for the Assessment of teaching and non-teaching staff.

#### Teaching staff:

The API (Appraisal Performance Index) of the teaching staff is on the basis of their academic, research and other extra-curricular activities. It is also based upon his/her relation with the students, colleagues and administration. The performance appraisal report is to be filled by the teaching staff in a given prescribed Performa which includes three main categories i.e. Category one contains Teaching, Learning and Evaluation-related activities. Category two contains Co-curricular, Extension and Professional Development related activities. And Category three is mainly focused on Research and Academic contributions. The PBAS Performa is the primary means of assessing a faculty member for the purpose of promotion under Career Advancement Schemes (CAS) and awards. The Performance Appraisal Reports (PBAs) provide good feedback to faculty. The overall report is further reviewed by the Principal and the Convener of IQAC and final performance functioning status is setup and confidentially recorded in the office.

Secondly, ACR (Annual Confidential Reports) are filed by each and every teaching staff.

#### Non-teaching staff:-

Every non-teaching staff member is assessed for his/her performance according to his/her works, duties and responsibilities assigned by the principal. ACR (Annual Confidential Reports) are filed by every non-teaching staff and according to his/her work, grading are assigned by the Principal. The systematic procedure has helped the principal to motivate the employees for better performance.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

Institution conducts external financial audits regularly as per government rules after every five to seven years. In our college financial external audit was done for the time period 2011 -2016. Chief Accounts Officer, Government of Haryana conducts financial audit on submission of financial statements and provides the audit report. Funds received from government agencies like Social Welfare Departments towards SC, ST, OBC and other minority scholarships are audited. In our college fees received from students is bifurcated into various types of funds like A.F., University Fund, Red Cross Fund, R.K. Fund etc. For these funds different cash-books and stock registers are maintained. Auditor thoroughly inspects such books and further verifies that the balance as per cash book and balance as per pass-book is reconciled or not.

The institution maintains transparency in all its financial transactions like collection of fees, payments of salaries, payments of bills to the vendors etc. which are done through banks. Auditor checks the utilization of all the grants sanctioned to Placement Cell, Women Cell, Earn While You Learn, Lab Up-gradation, Material and Supply and Office Expenses (O/E).

Internal Audit mechanism is ongoing continuous process to check and verify all vouchers of transactions with reference to sanctioned budget. After getting the requirements from different departments and subsequent approval of the Principal, the purchase committee purchases the items as per the laid down procedure and rules. The Convener of purchase committee along with the Bursar of the college keeps a strict vigil on the purchase system. In our college Bursar performs the duty of internal auditor. Cash Books are regularly filled and verified by Principal and Bursar.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

#### Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

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

##### Response:

The College has a proper system for effective and optimal use of available financial resources. The key decisions related to finance and related matters are taken by Bursar, who constantly monitor and encourage the proper utilization of allocated funds. As per The Higher Education Department of Haryana, Funds are allocated in different heads like EWYL, material and supply, lab up-gradation, sports grant, NSS Grant, Women cell, counseling and placement cell for optimum utilization. The procedure for purchasing materials, first of all survey of market is conducted, then quotations are invited from different suppliers and rates are compared. Finally, the lowest possible rate with best quality material is selected. The mode of payment is done either by cheque or by internet banking. Under the scheme of 'Earn While You Learn' run by Haryana Govt. hard working meritorious and poor students are selected from various streams to provide their services in Labs, Library and office for which they are paid accordingly at an hourly rate. Various labs like science, geography, computer science and English are upgraded every year with modern equipments. Under sports grant, sports equipments are purchased and annual athletic meet of college is also organized.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 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:

The Institute has formed IQAC in 2013. Quality assurance is a dynamic process and IQAC has contributed significantly in developing quality consciousness in the entire college. It has brought about positive changes in functioning of the college by setting benchmarks for quality. Every aspect of academic as well as administrative role of college has been impacted. There has been a positive shift in the management strategy and thinking process. The IQAC is constituted by the Institute comprising the members from both Internal and External sources. The external members make significant contributions in the major decisions



by giving suggestion pertaining to policy making, revision of college norms, student development schemes, infrastructure development, research, etc.

The two examples of practices institutionalized as a result of IQAC initiatives are given as under:

### 1. Mentor-Mentee Groups

The college has perused the mentor-mentee group to increase the interaction between teacher and students (mentor and mentees), so that they develop a smooth communication practice on an emotional plane for making teaching- learning process effective and efficient. The aim of mentor-mentee group is to develop, maintain, and improve the student's performance and promote a co-operative learning environment. It helps in bridging the gap between the theory and practice. Each mentor keeps a complete record of students allotted to them. The mentor remains in touch with the students regularly. There is a provision of one period of mentoring in the college timetable, where the mentors interact with the mentees and resolve their problems and grievances at their level or bring the same to the notice of the authority. Mentors try to assess both meritorious and weak students and provide them suitable guidance. The group is intended to facilitate the participation of mentors and mentees and enable them to explore the great opportunities created when two personalities collide.

### 2. Green Environment

In the meeting of IQAC dated 02.07.2015, it was discussed about the green environment for the college campus. It was decided to increase the plantation in the college. Result of which, today we are having the lush green campus. A large number of ornamental and seasonal plants are planted as per the requirement and availability of resources. The students use bags made up of biodegradable material mainly made up of fibers. Beautification of Botanical garden is done on regular basis.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

**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:**

#### 1. Feedback Based System

IQAC of the college takes the feedback from all stakeholders (Students, Teachers and Parents) to improve the effectiveness of teaching methodology and to enhance the other educational and co-curricular activities in the college. IQAC collects the data from the students, teachers and parents each year for its analysis. As an example the feedback for academic year 2017-18 for suggestions was prepared and circulated among all

the stakeholders for getting their suggestions. After collecting the feedback form the some considerable numbers of stakeholders, analysis sheet was prepared for giving some valuable suggestions for the improvement of the educational environment of the college. List of suggestions was prepared for the further consideration.

## 2. Lesson plan

Teachers are required to prepare day wise lesson plans and these are made available to the students before the commencement of the semester. Lesson plans ease the learning process for teachers as well as for students. IQAC monitor and review the learning process adopted by teachers. Daily monitoring of conduct of the classes is done by the principal.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 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:** C. 2 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Paste web link of Annual reports of Institution	<a href="#">View Document</a>



## 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 proactive in fostering a gender sensitive, gender equal and safe environment for all its members. College ensures strict compliance with laws related to gender equality, ragging, discriminatory behavior, and harassment. Students are encouraged to learn self defense methods and promote social awareness and women safety by organizing seminars and programmes for the subject of harassment

**Safety and Security:** The campus has a 24 x 7 security system and enforcement of discipline and student safety is under direct purview of the Principal office, which coordinates through installation of CCTV cameras at the entry and various places in campus. Entry into the campus is restricted and allowed after proper verification. Regular patrolling by police vehicles and presence of women and male police personnel at main entry/ exit gate is ensured. The collaboration of Police is sought through deployment of anti-eve-teasing team/ Durga vahini wing of police for the safety of girl students. Foot patrolling by deputed staff on proctorial duty and members of discipline committee is undertaken to foster security among students. There is zero tolerance against eve teasing/ragging with wide publicity. Self defence training programmes are organised by women cell in collaboration with Police and Govt. Training agencies. Ragging in any form is strictly prohibited in the campus and is strictly observed by Anti-ragging committee. The Women Cell organizes regular workshops, gender sensitive theatre, women centric self defence training. It undertakes extension activities for promoting gender awareness and sensitization.

**Counselling:** A central counselling cell is functional at Women Cell. Departments are also mandated to have regular student-faculty interaction meetings to take stock of problems/issues and resolve them. They are freely approachable and proactively counsel students for academic growth, job opportunities and all other important matters.

**Common Room:** The College has appropriate facility for students' lounge/common room in room no 108. Besides 7 washrooms are there for female students out of which 4 are equipped with incinerators and a vending machine is also installed in the college. Further general medicines are available in Health Centre of the college.

**Day Care Center for young children:** There is no such facility available in the campus.

Besides the abovementioned facilities available in the campus, special measures have been initiated by higher education department for the promotion of gender equality and sensitization.

The detail of various activities like seminars, workshops, competitions, extension lectures, camps etc. is released by higher education department time to time. The activities are conducted under various cells like women cell, legal literacy cell, Youth voter's club, Red Ribbon Club, NSS.

File Description	Document
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	<a href="#">View Document</a>
Annual gender sensitization action plan	<a href="#">View Document</a>

### 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:** D. 1 of the above

File Description	Document
Geotagged Photographs	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

### 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:**

- Solid Waste Management

Waste is collected from college campus regularly and is sorted for solid and liquid wastes.

Solid wastes are picked up by persons engaged from municipal council Jind it is mandatory as per Haryana govt. urban and local bodies department Notification under 14/153/2011-UC dated 24-10-2011 to collect the wastes from bulk waste generator under govt. organization

- Liquid waste management

Compost pit is developed in college campus to dispose liquid waste and Biodegradable wastes, which is used as manure in college campus. Liquid wastes along with grass, leaves, and kitchen wastes are disposed in the compost pit.

- **Biomedical waste management**

There is no source of biomedical waste in the college. Therefore, it is not managed.

- **E-waste management**

E-wastes management is under guidelines from Principal Secretary to Government Haryana, Electronics and Information Technology Department Vide letter no 3/20/2000/3SIT/2769. The e-waste of the campus was handed over to M/S Thapar Disposal Industries, 902-A,5,6, Chara Mandi Road, Ambala City, as per work order from Hartron for the disposal of the e-items at their end.

- **Waste recycling system**

There is water recycle system in the campus. The waste water from drinking water tanks is recycled to the plants and trees.

- **Hazardous chemicals and radioactive waste management**

No such waste is generated in any of the labs of the campus.

File Description	Document
Geotagged photographs of the facilities	<a href="#">View Document</a>

#### 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:** C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>

#### 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:** B. 3 of the above

File Description	Document
Geotagged photos / videos of the facilities	<a href="#">View Document</a>

**7.1.6 Quality audits on environment and energy 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:** E. None of the above

**7.1.7 The Institution has disabled-friendly, barrier free environment**

1. Built environment with ramps/lifts for easy access to classrooms.
2. Disabled-friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for persons with disabilities ( Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

**Response:** B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**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:**

**To make the** students socially aware and to make them realize that one of their prime responsibilities is to serve the society they are a part of, it is very important to imbibe a basic sense of social responsibility and sensitize students to social causes and issues, so that they are not just efficient inside the class but also act responsibly outside of it. Cultural, regional, linguistic harmony enables a person to respect and accept the

moral, behavioral, and cultural views of others.

Some of the ways in which our institute attempts to shape the attitude of the students towards becoming a conscientious citizen while excelling at academics, and to provide an inclusive environment for their growth, are mentioned below.

- Students are encouraged to participate in vasant utsav, Talent search programs, Youth festival etc where they showcase their talent irrespective of their class and religion.
- Various activities are organized in the campus on festivals like Holi, Diwali, Rakshabandhan, Teej etc in which students participate actively disregarding their caste and creed.
- Various scholarship schemes are available for the students with weaker section of the society to bring them in mainstream.
- Earn while learn scheme is also available to the students to give a practical hand on working in laboratories, libraries, offices etc.
- Institute has code of ethics for students, teachers, and other employees which have to be followed by each one of them regardless of their cultural, regional, linguistic, communal socioeconomic and other diversities.
- There are different grievance redressal cells in the institute like Student grievance redressal cell, Women grievance redressal cell which deal with grievances without accounting for anyone's racial or cultural background.
- To instill a spirit of voluntary/social work among students, and to bridge the gap between the institute and community/village, two NSS units are active in the college. Each unit comprises of 100 students disregard of their religion, culture, caste etc.
- Annual athletic meet is held every year in which all the students and staff (teaching and non-teaching) take part regardless of their region/class in the society.

File Description	Document
Any other relevant information.	<a href="#">View Document</a>
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>

#### **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:**

**Students are one of the dominant pillars of the country.** An individual action performed by a person can change a life, but collaborative actions have a positive impact on the entire nation. Therefore, the duties of citizens count as a contribution to a flourishing society and nation as a whole. **A country can flourish when its citizens are responsible enough to build a strong and powerful nation.** Every citizen retains several rights and responsibilities towards its community, state, country and has a responsibility to make his/her community a noble place to live.

Some of the moral responsibilities and duties that must be followed are: *We must respect the National Flag and National Anthem, obey the laws of our country, protect the power, unity and integrity of the country, safeguard public property, protect and preserve cultural heritage sites, protect, preserve and improve the natural environment, maintain the spirit of a common brotherhood, we must respect, value and follow all the noble ideals used in the national struggle for freedom*, etc. Inclusion of such commitments is important for the progress, peace, and prosperity of the country.

To inculcate the core values and build competencies in our students to develop them to be good individuals and useful citizens and to sensitize them towards constitutional obligations, various activities are conducted in the college. To discern between right and wrong, helping them to make responsible choices and become more aware of their roles in society, fundaments rights, duties and responsibilities the activities are organized by **NSS, Legal Literacy** and **women cell** time to time.

To instill the feeling of *respect for national flag and national anthem*, **Republic day** and **Independence Day** are celebrated every year in the college premises. All the students, teaching and non-teaching staff members attend the program. The principal of the college unfurls the flag. This is followed by the national anthem. The program ends with the distribution of sweets.

**Voter's day:** To encourage the youngsters to take part in electoral process this day is celebrated with great enthusiasm. In a democratic country every citizen has basic rights to vote. Therefore, the day is celebrated to make the young minds aware so that they may cast their vote to the right leader and contribute to the progress and development of our country.

**Constitution Day** also known as 'Samvidhan Divas' is celebrated on 26th November every year to commemorate the adoption of the Constitution of India. The Ministry of Social Justice and Empowerment on 19th November 2015 notified the decision of Government of India to celebrate the 26th day of November every year as 'Constitution Day' to promote Constitution values among citizens.

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View Document</a>

**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:** B. 3 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.	<a href="#">View Document</a>
Code of ethics policy document	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

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

##### Response:

The institute celebrates national days/festivals and birth anniversaries of great Indian personality's with great enthusiasm.

**Republic Day (26th January):** The institute celebrates the republic day every year with high spirit. All the students, teaching and non-teaching staff members attend the program. The principal of the college unfurls the flag. This is followed by the national anthem. The program ends with the distribution of sweets.

**Voter's Day (25th January):** National voter's day is celebrated at the institute every year to mark the foundation day of election commission. To encourage the participation of young voters in electoral process and to uphold the democratic traditions various quizzes and competitions are held on this day.

**Independence Day (15th August):** Independence Day is celebrated at the college premises every year. The program starts with the flag hoisting by the principal of the college followed by the National anthem and other activities.

**NSS day (24th September):** NSS day is celebrated in the institute. Two NSS units are active in the college. On this day students are motivated to eradicate social evils like dowry, corruption, female foeticide etc.

**Gandhi Jayanti (2nd October):** In memory of the father of the nation, Gandhi jayanti is celebrated every year in the college. Seminars and other activities are organized to commemorate the ideals (truth, non-violence, freedom, equality etc) of Gandhiji.

**Yoga Day (21st June):** International yoga day is observed on 21st June. To aware the student about a healthy mind and body, various asanas and pranayam techniques are taught by the instructor.

**Women's Day (8th March):** Women's day is celebrated every year to mark the achievements of women in various disciplines. Girl students are made aware of their rights in the society. To promote gender equality and to empower the women various activities are organized in the campus.

**Environment Day (5th June):** The day is also celebrated with great enthusiasm. To aware the students about the environmental issues, overpopulation, global warming etc, various activities are conducted.

**Swami Vivekananda Jayanti (12th January):** Swami Vivekanand Jayanti is celebrated to promote the values and morals of Swami vivekanand.

**National unity day/Ekta Diwas (31st October):** To commemorate the birth anniversary of Sardar Vallabhbhai Patel (Iron Man of India), Rashtriya Ekta Diwas is celebrated on 31st October every year since 2014.

File Description	Document
Geotagged photographs of some of the events	<a href="#">View Document</a>
Annual report of the celebrations and commemorative events for the last five years	<a href="#">View Document</a>

## 7.2 Best Practices

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

**Response:**

### Best Practice -1

**Title: - Use of Smart Technology with Eco- Friendly Attitude**

#### Objectives of the Practice

Smart Technology helps in the holistic development of the students in the present challenging and competitive scenario of the society. The main goals of the practice are

- To use smart technology in teaching- learning process to make the learning more comprehensive and interesting.
- To teach the students the use of internet to enhance their knowledge.
- To aware the students of rural vicinity about the use of Internet in day to day life and to prepare them for competitive exams.
- To aware the students about the use of Smart Technology with an eco-friendly attitude.
- To develop a paperless work culture in the campus by introducing Whatsapp group and email to circulate official notices.
- To make the campus lush green.
- To inculcate an eco-friendly attitude among the students with a motto “**Save Earth Save Life**”.

#### The Context

- Technology can be used to improve teaching-learning process, to enhance the knowledge of the students for competitions and to make the teaching more interactive.



- An eco- friendly attitude is essential today to live a happy and healthy life.
- Technology makes the learning comprehensive and easy.
- Use of Technology makes the life easy and comfortable.
- It develops a relation among the students and the teachers.
- A protective use of technology and a clean environment are necessary to live a happy and healthy life. If we don't save the environment the technology is useless so in order to save life on this planet first we have to save it.
- Technology develops employability and smartness among the students.

## The Practice

- The institute has introduced smart classrooms, smart auditorium, smart library, computer labs for the students to acquaint them with the digital world.
- Internet facilities are provided to the students in the library to improve the standard of education and to promote research among the students.
- To enhance creativity of the students and to develop paperless work culture the college has released 'e-magazine "ANAHITA" the first e- magazine in the district.
- To develop an eco-friendly attitude among the students the paper of environmental studies is compulsory and there is an Assistant Professor of environmental studies to teach and assign the environmental projects to the students.
- NSS units organize various programs to aware the students about the current environmental needs and one day camp on "Tree Plantation" is organized to instill the habit of growing more trees among the students.
- There is a botanical garden, rain harvesting system, solid waste management system, vermin compost system and various medicinal plants in the college campus.
- The Alumni Association has also been registered to update the students about the experiences and achievements of their seniors and to take their feedback in order to improve the institute.
- Competitions are organized from time to time on technology and environmental awareness by various committee and departments.

## Evidence of success

- Online admission process, e-salary system, biometric attendance, digital administrations have been practised.
- One year computer course have been taught to all the students of first year of all streams to equip them for various jobs in government and private sector.
- The successful use of Smartech is evidenced by the huge presence of alumni in the Alumni Meet organized recently in our college. The members are connected through a WhatsApp group.
- The success is also reflected in the organization of Science Exhibitions held at college, zonal and district level. Smart projects are prepared by the students with the help of teachers and internet.
- Almost all the students have created their email- id.
- Teachers are connected to the students with help of social apps.
- Teachers are using the smart boards to deliver their lecture in the form of power point presentation or videos.
- The eco-friendly nature is evidenced directly from the lush green view of the campus.
- The installation of rain harvesting system, solid waste management, vermin compost system, botanical garden, and proposal of solar system are some initiatives to make the college campus eco-

friendly.

- Students are made aware about eco friendly environment through various activities.
- Students have qualified various competitive exams and they have won positions in various competitions.

## **Problems Encountered and Resources Required**

- The students are from rural areas, therefore, it is very difficult to teach them the use of the internet as they don't have Smart phones and internet access.
- Smart boards are not connected with internet facility and the speed of Wi-Fi is also a big problem.
- No alternate arrangement for power breakdown.
- The college has no autonomous power to install solar energy system.
- The Principal has not full autonomous power to start any scheme.

## **Best Practice – 2**

### **Title of the Practice - Safety, Security, and Awareness**

#### **Objectives of the Practice**

- To provide a safe and Secure Environment to girl students.
- To provide the girl self- defense training.
- To aware the girls about their fundamental rights and duties.
- To empower the girls intellectually, economically and socially.
- To make them a better as well as a responsible citizen so that they may face the challenges of day to day life.
- To resolve the grievances of the girls timely.
- To provide the transport facility to girls.
- To aware the student about gender issues and discrimination against women in patriarchal society.

#### **The Context**

- The majority of students are from nearby rural areas where the mentality of the parents is not to send their wards in co- educational Institutes. Our institute provides the girls a protective environment so that they may explore their talent.
- In a patriarchal society where honour killing, female foeticide is in practice, it is a great challenge to save the girls.
- The major issue of the present time is to make the girls independent and to save them from anti social elements.

#### **The Practice**

- A PCR van and Durga Shakti van is always available in the campus.
- Keeping in view the security of the girls CCTV cameras of high quality have been installed in the

whole campus and monitored properly.

- There is a girl's common room equipped with all facilities.
- There is always a gatekeeper on the main gate and no one can enter without prior permission.
- Apart from these facilities to address the girls' problems there is a Grievance Redressals Committee.
- A complaint box is also placed in the college campus.
- Various lectures by the experts, workshops, competitions are organized by women cell, legal cell, NSS, Red Ribbon club etc. to aware the students about their personal and social issues.

## Evidence of Success

Keeping in view our best practices this college is the priority of the parents. No complaint has been registered regarding the safety and security of the girls. The government has started some special buses for girls on some main routes and the girls feel safe, secure and stress free. The parents also feel happy and stress free due to the best practice of the college.

## Problems Encountered and Resources Required

- To aware the girls about the anti social elements prevalent in the society.
- To provide the Self defense training to all the girls.
- To teach them the safe use of social media.
- The degradation of moral values and adverse effect of social media is a big challenge.
- Frequency of buses is not adequate because of which few of the girls leave the campus before attending all the lectures.
- The Principal does not have full autonomous power.

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Best practices in the Institutional web site	<a href="#">View Document</a>

## 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:**

### **Institutional Distinctiveness**

*Government College for Women Jind* is one of the best colleges in Jind, Haryana. The college vision and

mission is to assure justice and equality to women and explore their creativity through curricular and extracurricular activities. To empower women and contribute to gender equity, girls of our college have been hoisting flags of success in skies of all colors- **academics, cultural, and sports.**

**Academics:** Our institute utilizes modern and innovative techniques in the teaching and learning processes to create awareness and enhance the educational skills of students. Our institute provides all the resources that can be utilized to enhance the academic performance of students. To acquire a better understanding regarding academic (theoretical and experimental) concepts, students are provided with all the essential materials the books, notes, learning materials, library facilities and laboratory facilities. The students belonging to deprived, and socio-economically backward sections of the society, are also given scholarships.

Students are taught through interactive teaching-learning methods. Students spare their leisure time in the library preparing for university/competitive exams through books, magazines, newspapers, and e-resources. The performance of our institution in academics is reflected in top university positions grabbed by our meritorious students.

**Cultural:** Our institute provides a platform to showcase the hidden/inner talent of students; be it musician, dancer, actor, painter, writer, photographer, and dreamer. A *Multitude* of cultural activities vasant utsav, talent search programs, mehendi and rangoli competitions, speech and declamation contests etc. are organized round the year in an attempt to capture the vibrant persona of the students. Various committees and clubs organize the lectures, seminars, competitions, to promote/inculcate the national values and rights among the students. Our students not only participate in cultural activities but also snatch the top positions in the same.

**Sports:** A decade ago, women were looked down when it came to sports for they are always thought off as a weaker vessel; but with the success of our girl students in the foreground, society is now looking forward to us in sports. Girl students who play sports have higher levels of confidence, have a more positive body image and self esteem, experience higher states of psychological well being and thus lower levels of depression than girls and women who do not play sports. Students learn from losses and gain from wins. Participation in sports activities prepare the students for a healthy competition in their future life. **Sport is the area** where the students traditionally learn about teamwork, goal setting, and other achievement-oriented behaviors critical for success in the work place.

Our institute has a playground for the girls. Many of our girl students represent at college, state, and national level in various events and brought glory to the Institute. A special provision is made for the students who are not able to appear due to their participation in sports activities. Students who participate in games are provided with special dietary requirements, sports uniform, and equipments. Scholarships are also provided to outstanding sportspersons. Students not only participate in the games like kho-kho, badminton, table tennis, handball basket ball, boxing, wrestling, and many other games at college, university, national and international level but also grab top positions in the same.

**Safety and Security of Girls:** Government College for Women Jind is one of the outstanding colleges in Jind. This college is located in close vicinity of the bus stand. Therefore, the students from the rural areas can access it very quickly. The college provides a very secure environment to the girls with the assets as CCTV, PCR and women cell. College basically offers various UG courses and also the B.Sc medical course which is rarely available in other women colleges in the district. The college uses the latest technology and makes the use of the e-resources. Smart classrooms and e-magazine are some of the new

trends in this college which makes it very smart in saving the papers and in visualization of the topics to develop the deep understanding. This college owns a *Multipurpose Hall* of strength up to about 3000 peoples. This provides a platform in developing various skills in the students. The girl students of our college participate in various cultural activities at college, university, district level etc. Two NSS units are also active in the college which aware the students and other people about cleanliness and social evils. The college has well established laboratories of English language, physics, chemistry, geography, and computer science where students perform the experiments with a better/practical understanding of their respective subjects. The college is composed of well qualified teachers dedicated in their profession. These enlisted availabilities in the college thus lead to the positions in the university results and the students graduate with rich academic performance and find their future in the higher studies.

Thus equipped with all the latest techniques, our college provides a secure environment for all round development of the students and thus proves to be a boon to girls.

File Description	Document
Appropriate web in the Institutional website	<a href="#">View Document</a>

## 5. CONCLUSION

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### Additional Information :

Priyadarshini Indira Gandhi Government College for Women Jind equipped with safe, secure and lush green environment is one of the best colleges of district Jind accredited A+ grade in PRAYAAS by DGHE. The programs such as B.Sc. medical, B.Sc. non medical, BSC computer science, B.Sc. Geo. honours, BA English honours are highly beneficial for the girls of this area as most of the parents prefer this college. The college fraternity is burning the midnight oil to achieve the highest glory but being a government college there is some limitation as the Principal has no autonomous power. Every policy is implemented under the supervision of DGHE. Even the maintenance of the building is under PWD department. If the government takes the initiative of introducing some PG courses and vocational courses it will be highly beneficial for the girls to groom their holistic development. Sometimes the government assigned the extra duties to the teachers as a result of which the teaching is affected.

### Concluding Remarks :

The college is a boon for the girls of district Jind as it is situated at the prime location near bus stand easily approachable for the girls of rural vicinity. It provides excellent ambience and infrastructure to the girls students of this region. This college is the first preference of the parents of this district as it is safe & secure equipped with lush green environment, labs (computer, physics, botany, zoology, geography) multipurpose hall and sports facilities. The college offers 9 courses B.A., B.A. English Honours, B.A. Geography Honours, B.Com, B.Com Honours, BSc .non medical, BSc. medical, BSc. computer science, BCA. The government is taking initiative to provide bus service to the girls by organizing special routes for the girls of rural areas. The college and the government are taking initiatives to groom the holistic personality of the students. Physical, intellectual, economic and spiritual growth of the girls is the vision and mission of the college and the government. In the future college plans to provide the girls hostel facility also. The college is also going to open a research centre in library for the students and the students to promote research. To conclude we can say that the college is equipped with good infrastructure but there is a great need to groom the intellectual and economic capability of the students.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p><b>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</b></p> <p>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> <p>Answer before DVV Verification : B. Any 3 of the above Answer After DVV Verification: B. Any 3 of the above</p>																				
1.3.2	<p><b>Average percentage of courses that include experiential learning through project work/field work/internship during last five years</b></p> <p>1.3.2.1. Number of courses that include experiential learning through project work/field work/internship year-wise during last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>7</td><td>7</td><td>6</td><td>3</td><td>2</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>04</td><td>04</td><td>04</td><td>04</td><td>04</td></tr></table>	2018-19	2017-18	2016-17	2015-16	2014-15	7	7	6	3	2	2018-19	2017-18	2016-17	2015-16	2014-15	04	04	04	04	04
2018-19	2017-18	2016-17	2015-16	2014-15																	
7	7	6	3	2																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
04	04	04	04	04																	
1.3.3	<p><b>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year</b></p> <p>1.3.3.1. Number of students undertaking project work/field work / internships Answer before DVV Verification : 1088 Answer after DVV Verification: 88</p> <p>Remark : As per the HEI statement in the response dialogue box and the certificate of the principal in the data attached with the Metric in clarification. Industrial visits, Field Visits etc to industry/ herbal park is not part of this Metric. Only students undertaking project work/field work/ internships in 2018-19 are eligible and considered.</p>																				
1.4.2	<p><b>Feedback process of the Institution may be classified as follows:</b></p> <p><b>Options:</b></p> <p>1. Feedback collected, analysed and action taken and feedback available on website</p>																				

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:

2018-19	2017-18	2016-17	2015-16	2014-15
2847	2747	2683	2548	2237

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
982	965	991	961	998

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
3274	3234	3102	2882	2554

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
1074	1100	1100	1034	1034

#### 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 : 65

Answer after DVV Verification: 50

#### 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:

2018-19	2017-18	2016-17	2015-16	2014-15



16	13	08	08	10
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Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
16	13	08	08	10

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 : 202.47

Answer after DVV Verification: 198.88

3.2.1 **Number of papers published per teacher in the Journals notified on UGC website during the last five years**

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
5	15	2	0	2

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
3	7	9	2	1

Remark : As per the HEI statement in the response dialogue box and the certificate of the principal in the data attached with the Metric in clarification.

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

3.2.2.1. **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:

2018-19	2017-18	2016-17	2015-16	2014-15
2	7	3	1	1

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
1	3	0	0	0

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

**3.3.2.1. 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:

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	0	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	0	0	0

**3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years ( including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)**

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
24	27	11	22	24

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
12	9	4	9	11

**3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years**

**3.3.4.1. Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during last five years**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
2091	3393	1091	2110	2054

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
655	597	612	202	211

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 : 11

Answer after DVV Verification: 11

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:

2018-19	2017-18	2016-17	2015-16	2014-15
92.65	69.54	58.65	75.36	45.45

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
6.31	6.97	6.85	8.54	5.82

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:

2018-19	2017-18	2016-17	2015-16	2014-15

1.01684	1.56	2.80321	1.80848	1.31405
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Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
1.02	1.55	2.80	1.81	1.31

**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 freeships provided by the Government year-wise during last five years**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
440	347	426	391	309

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
487	493	438	613	360

**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 : B. 3 of the above

Answer After DVV Verification: E. None 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:

2018-19	2017-18	2016-17	2015-16	2014-15
200	200	150	100	50

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
200	200	150	100	50

5.1.5	<p><b>The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases</b></p> <p>1. <b>Implementation of guidelines of statutory/regulatory bodies</b> 2. <b>Organisation wide awareness and undertakings on policies with zero tolerance</b> 3. <b>Mechanisms for submission of online/offline students’ grievances</b> 4. <b>Timely redressal of the grievances through appropriate committees</b></p> <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: A. All of the above</p>																				
5.2.2	<p><b>Average percentage of students progressing to higher education during the last five years</b></p> <p>5.2.2.1. <b>Number of outgoing student progressing to higher education.</b> Answer before DVV Verification : 241 Answer after DVV Verification: 241</p>																				
5.3.1	<p><b>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.</b></p> <p>5.3.1.1. <b>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.</b> Answer before DVV Verification:</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>05</td><td>07</td><td>10</td><td>06</td><td>02</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>01</td><td>1</td><td>02</td><td>01</td><td>01</td></tr></table>	2018-19	2017-18	2016-17	2015-16	2014-15	05	07	10	06	02	2018-19	2017-18	2016-17	2015-16	2014-15	01	1	02	01	01
2018-19	2017-18	2016-17	2015-16	2014-15																	
05	07	10	06	02																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
01	1	02	01	01																	
5.3.3	<p><b>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)</b></p> <p>5.3.3.1. <b>Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years</b> Answer before DVV Verification:</p> <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>18</td><td>22</td><td>13</td><td>10</td><td>12</td></tr></table> <p>Answer After DVV Verification :</p>	2018-19	2017-18	2016-17	2015-16	2014-15	18	22	13	10	12										
2018-19	2017-18	2016-17	2015-16	2014-15																	
18	22	13	10	12																	

2018-19	2017-18	2016-17	2015-16	2014-15
03	02	02	02	02

- 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:

2018-19	2017-18	2016-17	2015-16	2014-15
20	3	1	2	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
19	3	1	2	0

Remark : As per the HEI statement in the response dialogue box and the certificate of the principal in the data attached with the Metric in clarification.

- 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 : C. 2 of the above

Answer After DVV Verification: C. 2 of the above

- 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**
- Answer before DVV Verification : B. 3 of the above
- Answer After DVV Verification: C. 2 of the above
- Remark : As per the HEI statement in the response dialogue box and the certificate of the principal in the data attached with the Metric in clarification.

7.1.5	<p><b>Green campus initiatives include:</b></p> <ol style="list-style-type: none"> <li>1. <b>Restricted entry of automobiles</b></li> <li>2. <b>Use of Bicycles/ Battery powered vehicles</b></li> <li>3. <b>Pedestrian Friendly pathways</b></li> <li>4. <b>Ban on use of Plastic</b></li> <li>5. <b>landscaping with trees and plants</b></li> </ol> <p>Answer before DVV Verification : Any 4 or All of the above          Answer After DVV Verification: B. 3 of the above          Remark : As per the HEI statement in the response dialogue box and the certificate of the principal in the data attached with the Metric in clarification.</p>
7.1.7	<p><b>The Institution has disabled-friendly, barrier free environment</b></p> <ol style="list-style-type: none"> <li>1. <b>Built environment with ramps/lifts for easy access to classrooms.</b></li> <li>2. <b>Disabled-friendly washrooms</b></li> <li>3. <b>Signage including tactile path, lights, display boards and signposts</b></li> <li>4. <b>Assistive technology and facilities for persons with disabilities ( Divyangjan) accessible website, screen-reading software, mechanized equipment</b></li> <li>5. <b>Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></li> </ol> <p>Answer before DVV Verification : B. 3 of the above          Answer After DVV Verification: B. 3 of the above</p>
7.1.10	<p><b>The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.</b></p> <ol style="list-style-type: none"> <li>1. <b>The Code of Conduct is displayed on the website</b></li> <li>2. <b>There is a committee to monitor adherence to the Code of Conduct</b></li> <li>3. <b>Institution organizes professional ethics programmes for students, teachers, administrators and other staff</b></li> <li>4. <b>Annual awareness programmes on Code of Conduct are organized</b></li> </ol> <p>Answer before DVV Verification : B. 3 of the above          Answer After DVV Verification: B. 3 of the above</p>

## 2.Extended Profile Deviations

ID	Extended Questions														
1.2	<b>Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years</b>														
Answer before DVV Verification:															
<table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>508</td><td>508</td><td>508</td><td>573</td><td>573</td></tr></table>						2018-19	2017-18	2016-17	2015-16	2014-15	508	508	508	573	573
2018-19	2017-18	2016-17	2015-16	2014-15											
508	508	508	573	573											
Answer After DVV Verification:															

2018-19	2017-18	2016-17	2015-16	2014-15
508	508	559	617	617

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
75	60	15	14	19

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
74	60	15	14	19

**2.2 Number of sanctioned posts year-wise during last five years**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
43	43	43	43	36

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
85	91	43	43	36

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
92.65	69.54	58.65	75.36	45.45

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
92.65	69.54	65.50	71.36	45.45