



# **SELF STUDY REPORT**

**FOR**

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

**TAU DEVI LAL GOVERNMENT COLLEGE FOR  
WOMEN, MURTHAL, SONIPAT**

**TAU DEVI LAL GOVERNMENT COLLEGE FOR WOMEN, MURTHAL  
(SONEPAT)**

**131027**

**<https://www.tdlgcwmurthal.com/>**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**April 2021**

# 1. EXECUTIVE SUMMARY

---

## 1.1 INTRODUCTION

Tau Devi Lal Government College for Women, Murthal is an affiliated college of Bhagat Phool Singh Women's University, Khanpur Kalan, Sonipat, which is the first women university in the state of Haryana.

The college was established in 2003 with the efforts of the Murthal Education Society. It is situated on National Highway-I. Murthal is a big village in the Sonipat district of Haryana. Murthal is famous all over India for its highway dhabas where all kinds of vegetarian delicacies are served.

The word 'Murthal' has originated from the word 'Munisthal- a place of the saints'. There are temples of Lord Shiva, Hanuman and Kali Maa all around the village. Traditionally, Murthalites worship the five Bavari brothers as their 'Kuldevtas'. Separate temples are built for each Bavari brother and in the neighbourhood of these Bavari temples is the 'Nage Baba ki Prachin Samadhi'.

The college offers undergraduate courses in Humanities, Commerce, Science and Geography Honours. The college also offers postgraduate courses in English and Commerce. The prime objective of the college is to educate girls from rural areas and weaker sections. The Principal and the staff work tirelessly to provide a congenial atmosphere in the college for all-round development of the students. The motto of the college is 'Vidya Dhanam Sarv Dhan Pradhanam'.

Our college stimulates intelligence and aids the development of such social virtues as co-operation, helpfulness and responsibility. The college strives to empower and groom rural students in the present competitive scenario.

### **Vision**

Tau Devi Lal Government College for Women, Murthal aspires to imbibe the spirit of service along with an emphasis on women empowerment and all-round development of girls by providing a transformative education and cultivating a culture of explorative learning and preparing students with a strong social and moral fibre to ensure their dedication to societal betterment.

Established in 2003, the vision for empowering women through education continues to be the key thrust of the college. The college encourages the development of scientific temper with a special focus on individual, family and community life and stands true to its motto of "Vidya Dhanam Sarva Dhan Pradhanam" as we believe that only knowledge is the supreme sea of wealth and power that can help us achieve our aim of societal service and women empowerment.

### **Mission**

The primary mission of the institute is to achieve its vision of the empowerment of the young women under its tutelage and to inculcate in them the core values the college abides by to ensure its contribution to a healthy, happy and harmonious society.

- \* To create an atmosphere where holistic development occurs with a focus on the importance of a sense of integrity and social responsibility.
- \* To encourage a scientific and logical temperament in students by focusing on creativity as well as explorative methods of study.
- \* To indelibly imprint among young minds the significance of values such as respect, dignity, accountability and teamwork.
- \* To provide students with expertise and knowledge with the available resources.
- \* To promote self-efficacy and requisite sense of self by honing their inherent abilities and skills.
- \* To transform students through prescribed rigorous coursework and collaborate with other academic institutes to strengthen learning and multidisciplinary knowledge.

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

### **Institutional Strength**

1. Qualified, experienced and dedicated teaching faculty.
2. Laboratories with requisite tools and apparatus.
3. Faculty contribution in development and implementation of curriculum as members of Curriculum Committees of Affiliating University.
4. Effective use of ICT in the teaching-learning process.
5. Student-focused teaching with effective mentorship, counseling, and academic monitoring.
6. Active NSS unit as well as various social/community initiatives being undertaken regularly.
7. Safe and secure environment for girl students.

### **Institutional Weakness**

1. The retention ratio of students is compromised as these girls are married off at a very young age.
2. Less Industry-Institute interaction.
3. Placement ratio is hampered as families refuse to let their females work.
4. Institute has only government-provided funding so no other source of revenue generation.
5. Fewer students pursue higher education as general educational awareness in the adjoining community is

lacking.

### **Institutional Opportunity**

1. To arrange more Workshops, FDPs, National Level, International Level Seminars.
2. To organize faculty-focused specialized training programs.
3. Opportunity to organize interdisciplinary projects.
4. Opportunity for community outreach programs to educate and spread awareness regarding health, ecology and societal well-being.
5. Opportunity to improve E-learning options and promote digital literacy among young women.

### **Institutional Challenge**

1. Enabling and retaining a more conducive Industry-Institute Interaction.
2. More placements in core companies and encouraging more placed or selected students to join those companies by bringing about a change in the mindset of the community.
3. Encouraging students to pursue higher education and also to prepare for competitive tests.
4. More focus on vocational training of students.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

The college being an affiliated college, has no role in curriculum designing and development and adopts the curriculum provided by the affiliating university- Bhagat Phool Singh Women University, Khanpur Kalan, Sonipat. The college plans and implements the methods to follow the prescribed curriculum according to its available resources and potential. The college adheres to the academic calendar of the university and also the academic calendar of the college itself designed as per the schedule provided by the university. The faculty members participate in activities related to curriculum development and assessment work of the students of the affiliating university and participate in syllabus formation for courses, evaluation and assessment procedures. Requests have also been made to the affiliating university for inclusion of faculty members in the university's Board of Studies, Academic council, Paper Setting etc. The curriculum prescribed by the university incorporates elective papers, credit scheme, a certificate course, fieldwork and topics on cross-cutting issues of human values, gender, environment and sustainability in the various courses of UG and PG programmes. The Department of Higher Education, Haryana has allotted five certificate courses to the college from the current session (2020-2021). Feedback from students, teachers, parents, alumni and stakeholders is collected and

analyzed for continuous improvement in the overall working and performance of the institution.

### **Teaching-learning and Evaluation**

The college caters to students from the diverse socio-economic backgrounds and is specifically committed to provide educational opportunities to students from rural areas and weaker sections of society. Students are apprised with the program outcomes, the process of internal assessment, timetable, college facilities and other information during the Orientation Program of the college, which is held at the start of the session. The college also has a decent student-full time teacher ratio. The faculty is experienced and highly qualified. Students are motivated to participate in curricular and extracurricular activities and encouraged to be innovative and creative in preparing assignments, projects, tasks assigned to them. The teachers and students also make ample use of ICT-enabled tools to improve classroom teaching and learning. Extension activities, fieldwork etc. ensure proper exposure for students. The library is also well-stocked with books, magazines, newspapers etc. The college has a mentorship programme for the students to deal with academic and other related issues. Each teacher is a mentor to around 25 students. The mentor-mentee sessions are held at least once a month to discuss their problems and issues. The internal evaluation, assessment process, redressal of grievances (if any) is fair and transparent and is thoroughly monitored by the concerned committee.

### **Research, Innovations and Extension**

The college has been actively conducting national and international seminars for the past few years. The faculty members also publish their research papers in various UGC notified journals from time to time. Extension activities are a major part of the institute and the students are actively involved in carrying out such activities for community welfare and development like Health Camps, Anaemia prevention, AIDS Awareness, Gender Sensitization, Environmental Awareness, Swachh Bharat Abhiyaan etc. Faculty members have also received a few awards for their contribution to such activities. Collaborations and MoUs have helped in expanding the horizons for students and faculty by opening up to a plethora of activities.

### **Infrastructure and Learning Resources**

The college has adequate infrastructure to provide a conducive environment for the teaching-learning process. But infrastructure needs to keep changing according to the increase in student strength and introduction of new courses. So, regular upgradation and maintenance of the college facilities are done. The college was established in 2003 with one building- Arts and Commerce Block and upgraded with the building of Science Block in 2018. There are ample facilities available in the college for students like gymnasium, common room, seminar room, edusat room, computer labs, language lab, physics lab, chemistry labs, ICT enabled rooms, smart classrooms, Wi-Fi facility, a fully automated library, reading room, counseling room, a small dispensary, a small canteen, playgrounds etc. The students participate in various sports and cultural events throughout the year. Expansion and upgradation of infrastructure is the responsibility of the concerned annual committee of the college.

### **Student Support and Progression**

The college is committed to provide full academic, social, psychological, professional and financial support to

the students; to provide an enriching experience to them and to help them excel in all the spheres of life. The college ensures a very cordial and fruitful bonding between students and teachers which is clearly seen in the planning of all academic, co-curricular and extra-curricular activities. Students from weaker strata of the society get ample support in the form of scholarships and freeships provided by the institution, state government and non-government agencies. The college provides career counseling to prepare students for progression to higher studies and to help them find suitable placements. Co-curricular activities are a vital part of the life of the students in the college as these enable them to discover their true potential. The students participate in various inter and intra college sports and cultural competitions throughout the year and receive awards for the same. The college has a grievance redressal committee, an alumni association and mentor-mentee groups to help the students. The college believes in participative management. Before the commencement of each academic session, the annual committees are formed for the planning and execution of strategies.

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

The college is committed to promote women empowerment and provide a transformative education to the girls to prepare and enable them to work for the betterment of society. The staff and the college administration work hard for the smooth functioning of the institute. There are annual committees to manage all the activities of the college. The college has implemented e-governance in all areas of operation – Planning and Development, Administration, Finance and Accounts, Student Admission and Support and Examination. The college strives to provide effective welfare facilities for the teaching and the non-teaching staff. The teaching and the non-teaching staff attend professional and faculty development programmes, orientation courses, refresher courses, workshops and short-term courses at regular intervals. Performance appraisal system is also followed for the teaching and non-teaching staff as per the state government norms. The college conducts regular internal and external audits as per the guidelines of the Department of Higher Education, Haryana. The IQAC of the college regularly reviews the teaching-learning process all through the year to provide quality education to the students.

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

The college has always believed in promoting work ethics and best practices. The college promotes awareness about gender equity and sensitivity through various activities. Activities are also conducted for the promotion of national values, constitutional values, responsibilities and communal harmony throughout the year. All days, events and festivals of national and international importance are celebrated. The college provides ample facilities for the differently-abled and works for community welfare by engaging with the local community. Environmental awareness has also been a vital part of the institutional activities. Water conservation, waste management, green practices etc. have been adopted by the college to contribute towards environment conservation. The college believes in reducing carbon footprint by using LED lights.

The college maintains complete transparency in its financial, academic and administrative functions. The college faculty and students engage with people and the community and help in spreading awareness about the education of girls and the empowerment of women.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	TAU DEVI LAL GOVERNMENT COLLEGE FOR WOMEN, MURTHAL, SONIPAT
Address	Tau Devi Lal Government College for Women, Murthal (Sonepat)
City	Sonipat
State	Haryana
Pin	131027
Website	<a href="https://www.tdlgcwmurthal.com/">https://www.tdlgcwmurthal.com/</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Saroj Malik	0130-2483764	9996014502	0130-2483764	gcwmurthal@gmail.com
IQAC / CIQA coordinator	Seema Thakran	-	9416875052	-	gcwmurthal@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	01-01-2003

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

State	University name	Document
Haryana	Maharishi Dayanand University	<a href="#">View Document</a>
Haryana	Bhagat Phool Singh Mahila Vishwavidyalaya	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	04-09-2012	<a href="#">View Document</a>
12B of UGC	04-09-2012	<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
--	----

**Recognitions**

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



<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	Tau Devi Lal Government College for Women, Murthal (Sonapat)	Rural	12.59	3564

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BCom, Commerce	36	Senior Secondary	English + Hindi	80	38
UG	BA, Arts	36	Senior Secondary	English + Hindi	240	195
UG	BA, Arts	36	Senior Secondary	English + Hindi	40	36
UG	BSc, Science	36	Senior Secondary	English	80	22
PG	MCom, Commerce	24	Graduation	English + Hindi	40	37
PG	MA, Arts	24	Graduation	English	40	39

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				3				24			
Recruited	0	0	0	0	1	2	0	3	9	15	0	24
Yet to Recruit	0				0				0			
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			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				16
Recruited	0	0	0	0
Yet to Recruit				16
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
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**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	1	0	7	3	0	12
M.Phil.	0	0	0	0	0	0	1	5	0	6
PG	0	0	0	0	1	0	5	5	0	11

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
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	1	0	1	0	0	2
PG	0	0	0	0	0	0	1	0	0	1

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
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

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
PG	Male	0	0	0	0	0
	Female	134	0	0	0	134
	Others	0	0	0	0	0
UG	Male	0	0	0	0	0
	Female	696	0	0	0	696
	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	145	163	168	158
	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	291	265	275	217
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	327	301	304	309
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
<b>Total</b>		<b>763</b>	<b>729</b>	<b>747</b>	<b>684</b>

## Extended Profile

### 1 Program

#### 1.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
350	318	230	230	215
File Description		Document		
Institutional data prescribed format		<a href="#">View Document</a>		

#### 1.2

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
6	4	4	4	4

### 2 Students

#### 2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
763	801	885	788	810
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

2019-20	2018-19	2017-18	2016-17	2015-16
221	187	187	187	187

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

2019-20	2018-19	2017-18	2016-17	2015-16
251	244	197	176	211

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

2019-20	2018-19	2017-18	2016-17	2015-16
31	30	25	23	21

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

2019-20	2018-19	2017-18	2016-17	2015-16
27	17	17	17	17

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: 25**

**4.2**

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

2019-20	2018-19	2017-18	2016-17	2015-16
52.58	35.87	27.67	14.72	15.88

**4.3**

**Number of Computers**

**Response: 91**

NAAC



## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

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

###### Response:

The institution, being an affiliated college, follows the curriculum designed and prescribed by the affiliating university. The institution ensures an effective and complete implementation of the same by adopting measures like making lesson plans and ensuring strict adherence to them by the teachers. This enables the teachers to ensure the completion of the syllabus in time. However, teachers have sufficient liberty to make their teaching innovative and interesting as per their capability and capacity. Class tests and house exams are also conducted for the revision of the syllabi. A record of the subject-related activities of different subject societies, that are held at regular intervals, is also maintained. Upgradation of infrastructure, laboratory facilities etc. has contributed highly in effective curriculum delivery. Promotion and use of e-learning are ensured. The teachers also use the e-content for delivering lectures on the topics of the syllabus prescribed by the university and other related topics in the smart classrooms which further enables the students an easy access to the e-content. Apart from these, appointment of regular faculty, fostering or nurturing a healthy work culture, supervision by the principal, regular staff meetings etc. have further helped in the effective and well-planned implementation of the curriculum. During the Covid 19 lockdown period, all the teachers took online classes to complete their syllabus through different platforms available- WhatsApp, Google meet, Zoom, YouTube etc. Online test series, quizzes, activities and competitions were organized by the teachers of different departments.

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:

The academic calendar of the college strictly adheres to the calendar provided by the affiliating university for all the activities and programmes to be held throughout the year and for internal evaluation as well. Continuous internal evaluation is done through attendance of the students, class tests, presentations, assignments and assessment based on observation of the participation of students in various works assigned by the teachers in the classroom. This assessment enables the students to improve their future performance. Class tests, house examinations and tutorials are properly distributed throughout the span of the session so that the students can continuously go through a process of evaluation and academic growth. The lesson plans drafted by each department at the beginning of the session also provide the tentative schedule of class tests, internal examinations of different types, so that the evaluation is carried out in a well-planned and coordinated manner. The internal assessment committee provides and conveys the dates

for internal assessment marks to be submitted by the teachers through notices. The teachers enjoy full flexibility in deciding the dates for taking assignments during each semester. The dates fixed for the assignments are usually in the last week of September or the beginning of October in the odd semester and in the even semester, the dates for assignments fixed are usually at the end of March or the beginning of April. The schedule and dates for the practical exams, semester exams and any other information related to the same are provided by the university.

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:** C. Any 2 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>
Any additional information	<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:** 83.33

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

**Response:** 5

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

2019-20	2018-19	2017-18	2016-17	2015-16
1	1	1	1	1

File Description	Document
List of Add on /Certificate programs	<a href="#">View Document</a>
Brochure or any other document relating to Add on /Certificate programs	<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: 28.96****1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
226	182	233	210	175

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**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 prescribed by the affiliating university ensures the inclusion and integration of cross-

cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics. Subjects like Literature, History etc. incorporate issues pertaining to Gender Studies and Gender Sensitization and Human Values. Subjects like Geography and Environment Studies address issues related to Environment and Sustainability and subjects such as Commerce includes Professional or Business Ethics. Apart from these, there are clubs and cells in the college which incorporate these issues in their programmes and activities. With regards to Gender Sensitization, the Women Cell of the college organises various programmes and activities for the empowerment of women. Lectures are held on sensitive issues, on awareness of legal rights, women safety, cybersecurity etc. Schemes such as Beti Bachao Beti Padhao, Sukanya Samriddhi etc. are also a step towards gender sensitization. The Women Cell also organizes self-defence training sessions for the students. Awareness is spread among the students by activities like poster making, slogan writing, rallies, etc. and through the Mentor-Mentee groups also. The committees and clubs like Youth Red Cross, NSS etc. serve as an effective medium to promote and inculcate human values and environmental awareness among the students. Programmes such as Tree Plantation, Water Conservation etc. make the students aware of the environment-related issues and the methods to tackle these issues or problems effectively. Ban of single-use plastic, creation of compost pits and water harvesting structures are also a step towards doing our bit for a better environment.

File Description	Document
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>

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

**Response:** 0.39

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

2019-20	2018-19	2017-18	2016-17	2015-16
1	1	1	1	1

File Description	Document
Programme / Curriculum/ Syllabus of the courses	<a href="#">View Document</a>
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	<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:** 6.55**1.3.3.1 Number of students undertaking project work/field work / internships**

Response: 50

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	<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:** D. Any 1 of the above

File Description	Document
Any additional information (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
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:** 54.95

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

2019-20	2018-19	2017-18	2016-17	2015-16
763	729	747	684	618

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

2019-20	2018-19	2017-18	2016-17	2015-16
1400	1320	1280	1240	1200

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:** 74.84

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

2019-20	2018-19	2017-18	2016-17	2015-16
177	117	152	166	115

File Description	Document
Average percentage of seats filled against seats reserved	<a href="#">View Document</a>
Any additional information	<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 staff takes all necessary measures to understand the needs and requirements of the students throughout the year. There is a provision for counseling of the students at the time of admission. An orientation/induction programme is organized in which the students are informed about the various courses available in the college. Information regarding the college infrastructure, timetable, syllabus, lesson plans, academic calendar, mentor-mentee groups, mode of internal assessment, examination schedule and other facilities available in the college, is provided to the students. Students with good co-curricular skills are identified through 'Talent Search contests' organized by the cultural committee of the college and are nurtured to further their talents. Before beginning their courses, the teachers usually have an informal introductory session in the class to understand the level of the students in their class, their knowledge about the course and their comfort level with the medium of instruction. This interaction with the students enables the teachers to identify their potential and then devise plans to reduce their discomfort and to enhance their knowledge and confidence. Teachers are available on the college premises, on email, and on phones to clear the doubts of the students, to counsel them and to solve the problems of their students as and when required. The teachers are committed to provide all the necessary facilities to the students like taking extra classes apart from the allotted timetable, if necessary, providing books, related study material, financial assistance etc. The Mentor-Mentee groups also meet regularly to address any issues or to solve the problems of the students. The entire teaching and non-teaching faculty are sensitive enough to understand the needs of the physically disabled students (if any) and to tackle them accordingly. The students of the college are provided an appropriate, opportune and conducive learning environment with adequate support and facilities based on the needs of the students. The advanced learners are encouraged and facilitated to read beyond the requirements of the syllabus. They are also motivated to be creative and analytical. Participation of the students in the subject society activities, college, inter-college, district, state, national-level competitions is also encouraged. A well-stocked library, language lab and computer labs provide all students access to knowledge that goes beyond their course books. Several scholarships and awards are in place to reward the advanced learners for their excellence. The teachers from all departments, counsel and guide the students regarding the scope of different courses being offered. Students are also given a stipulated time period to change their subject or options if they are not able to cope with the courses they select. The teachers provide all the assistance they can and are always ready to solve the problems and motivate the students to perform better in their studies and to fare well in life.

File Description	Document
Past link for additional Information	<a href="#">View Document</a>

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

**Response:** 25:1

## 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 college has always emphasized student-centric learning methodologies. The students participate in various academic and co-curricular activities both within and outside the college. Visits to other institutes, field and educational trips, lectures, seminars and talks by experts are organized throughout the year. Students are given individual projects and class assignments that enable self-study and independent learning. Classroom discussions, presentations by students, brainstorming activities like quizzes facilitate participative learning. As a part of the routine teaching-learning process, the departments organize lectures and motivational talk programs for students by inviting subject matter experts, practitioners, activists etc. from various reputed organizations. Field projects and surveys of Geography and Science Exhibitions also promote experiential, participative learning among the students and encourage them to resort to problem-solving methodologies. The guiding principle behind such programmes is to ensure that the students can link theory with practice, apply the knowledge they gain in real-life situations and develop new skills. Such programmes encourage creativity, innovation and adaptation of new ideas to provide solutions to the challenges of contemporary society. The support systems in the form of library, computer and language labs for the students and teachers, expand the learning environment. Students regularly participate in community work with support and cooperation from the college. ICT, e-learning and multi-media-based learning are extensively used in classroom teaching. Educational or field trips and industry visits are organized by various departments to give the students first-hand experience of the knowledge and information related to their respective subjects. Art and crafts workshops, dance workshops, self-defense training sessions have been organized for students to promote participative learning and experience.

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

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

#### Response:

The college aims to make the students life-long learners and innovators. The institute takes various initiatives for the same like providing ICT facilities, computer labs, smart classrooms with wifi etc. Suggestions of the faculty members regarding improvisation in teaching-learning methods are implemented on a regular basis. The teaching-learning process is very enriching when students learn from the community and get a better understanding of how they would bring about positive changes in society. The courses offered involve the use of lesson plans and teaching-learning material by the students and the teachers. Experimental and participative learning, problem-solving methodologies are used for enhancing learning experiences. The teacher's role is that of a facilitator who supports the 'Try to search yourself method' for the development of knowledge and skill formation through participatory learning activities such as: Project/assignment work, Seminars, Paper reading/presentations, Group Discussions, Organizing exhibitions, Intercollegiate and interdepartmental competitions, Extension lectures, Industrial visits



etc. Library facilities and free access to the internet make them self-reliant and encourage self-study. The students develop new ideas to create and use this material for the preparation of their curriculum. A transparent process for internal assessment ensures better performance of students. The institute organizes International/National seminars and workshops. Classroom sessions are made interactive and students are motivated to ask questions to encourage critical thinking for a better understanding of the topics. Students are encouraged to make presentations or assignments on the topics of their interest. The curriculum is planned and implemented in such a way that the students can build a strong theoretical knowledge along with practical understanding. Students are encouraged to think of 'Out of the box' solutions to issues like methods to save the ecosystem, water conservation, coping with the stress, utilizing resources in such a way so as to reduce wastage. Students are also motivated to make innovative, creative and working models or projects during science exhibitions in order to inculcate a scientific temper.

File Description	Document
Upload any additional information	<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:** 25:1

#### 2.3.3.1 Number of mentors

Response: 30

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:** 139.43

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<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: 46.94

##### 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

2019-20	2018-19	2017-18	2016-17	2015-16
11	14	12	12	11

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	<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: 4.35

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

Response: 135

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	<a href="#">View Document</a>
Any additional information	<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:

Various measures are taken at the institutional level to bring about continuous reforms in the internal evaluation system like strict adherence to the academic calendar of events prepared according to the university calendar which provides information about house exams apart from other activities and programmes so that the students can prepare their courses accordingly.

The Examination/Results/Internal Assessment Committee conducts all internal exam-related activities through coordinated efforts of the staff. The entire evaluation system is thus smoothly managed by the college Registrar. The exam scores are promptly intimated to the students as well as their parents. Parent-teacher meetings are also organized to apprise the parents about the progress of their child. Parents' feedback is also taken. Retests are conducted for the students who fail in the house exams so that they may fulfill the minimum required conditions for appearing in the final examinations. Attendance is properly marked in attendance registers and internal marks (Theory + Practical) are displayed on college notice boards. The examination committee meets as and when required to discuss all the examination-related matters. The HoDs/Senior faculty verify the pattern and correctness of the question papers prepared for the house tests and ensures that the question papers are provided to the examination committee well in time. The students can see their evaluated answer sheets and discuss the same with the concerned faculty. For smooth conduct of university examination, an internal squad comprising of senior faculty members is appointed. The college sanctions "On Duty" permission to the teachers going for examination-related duties as Practical Examiners, Centre Superintendent, Deputy Superintendent, Flying Squad duties, evaluation of answer sheets, etc. assigned by the university. The institution creates awareness among students on the rechecking, revaluation, and reappear procedures through notices displayed on notice boards and through information provided by the teachers. The Institute conducts all examinations as per the schedule provided by the university.

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

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

#### Response:

The college ensures that the internal assessment mechanism is completely transparent and robust and that all the students are aware of the evaluation process of the college. The Orientation programme held at the beginning of every academic year appraises students and their parents of the scheme, schedule and the process of evaluation. All internal assessment-related decisions are taken by the Internal Assessment Committee in consultation with the teaching staff. Guidelines for internal assessment are provided to the teachers and the same is followed by them. All assessment-related information is intimated to students through notices displayed on the college notice board and the institutional website. For each subject

(theory and practical) that is being taught at the undergraduate and postgraduate level, a senior faculty member coordinates with other faculty members regarding the matters related to the curriculum. Before the session begins, lesson plans are prepared and discussed as per the examination scheme and schedule provided by the university. The faculty members have complete freedom in deciding the kinds of assignments to be given to the students so that their creativity is unhindered and uncompromised. The teachers ensure that the students regularly revise their lessons by taking class tests and assignments. The answer sheets/assignments are returned to the students and the mistakes made by them are explained by the concerned teacher. Proper guidance is given to the students to improve their performance. Those who perform well are praised and encouraged to perform even better. Records of marks obtained by students in house exams are properly maintained. The institution has a steady and effective system of communicating the marks to the parents of students through parent-teacher meetings. Parents are allowed to interact with faculty members and office staff regularly so that they may clear their doubts, if any, regarding their child's progress. It helps them in understanding the evaluation system. The parents discuss their concerns regarding their child's performance. They provide their feedback also. If a parent is not satisfied even after meeting the faculty members, he or she can then approach the Principal regarding their concerns. The Principal deals sympathetically regarding such grievances and tries to mitigate the anxiety by taking necessary action as and when required. The faith expressed by the parents in Parent-Teacher meetings, regarding the faculty members, the college administration, and the working of the institute, ensures the effectiveness of the quality teaching-learning process of the institution. Dates for the tests, assignments are either notified on the college notice boards or announced by the faculty in their respective classes at least a week in advance. The internal assessment lists are displayed on the notice board at the end of the semester and also forwarded to the university. Transparency and security of the evaluation system are ensured and any grievances pertaining to internal assessment are dealt with effectively. Students are also assessed by the teachers based on their performance and participation in the class. Assessment includes tests, assignments and projects submitted by the students.

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

## 2.6 Student Performance and Learning Outcomes

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

### Response:

The program outcomes for all programs offered by the college provide a liberal yet wholesome view of the world, which prepares the students for future challenges so that they may march ahead on the path of their all-round development and empowerment. The teachers and students are well versed about the ultimate goal and expectations to be lived up to. As a team, there is a consistent effort to realize the vision that is the premise of the Institution. The value structure such as Excellence, Leadership, Accountability, Social Responsibility, Dignity, Integrity, Respect and Scientific Vision are indelibly imprinted on the psyche of both the teachers as well as the students and all efforts are made, to impress upon the pliant minds of the students, how very important the value structure is and how it will invariably make them the kind of well-adjusted individuals, who are aware and have the values, which are not just permissible but also

appreciated by the society. The ultimate aim of an educated mind is the ability to discern right from wrong and take informed decisions. The awareness of this is the ultimate program outcome and all that it entails is very clear to both the teachers and the taught.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>

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

#### Response:

The college endeavours to not only educate the students but also to make their perspectives broader and all-encompassing. The administration and faculties try to achieve this purpose by imparting the coursework in the syllabus of each subject and doing all in their capacity to make the entire process of learning innovative and meaningful. The subject matter is imparted in a semantic manner and adequate use of technology is made to improve retention. The syllabus comprises of not only compulsory and elective subjects but also a mandatory knowledge of basic computers and environmental sciences. A number of awareness programs especially for environmental concerns are carried out throughout the session. This is done to prepare the students for a future where they not only just get awarded degrees but also understand the value of being and living in harmony with their environment. All through the academic session, apart from the coursework, the administration duly emphasizes the need for multi-disciplinary learning by organizing programs that are stream fluid. Such events are open for all the students, which helps them to understand the perspectives of students from different streams and makes it easier to comprehend, how each stream of learning individually influences the thought process of its students. Cultural events too are organized not just as part of academic requisites but also to mark festivals and other important days, which makes the students aware of their own cultural heritage and increases their sense of belonging and togetherness. There is a sense of oneness in students as they are all part of the various schemes like the National Service Scheme or Youth Red Cross which helps the volunteers in understanding the need to contribute to society and also spread awareness among their fellows about different societal needs and taboos and how to deal with the hurdles which impede development. The students are prepared to enter the unshielded world as well-adjusted people with degrees, which, if utilized appropriately, can help them on the road to true empowerment by enabling a need for financial independence and an ability to make informed decisions.

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

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

**Response:** 63.98

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

2019-20	2018-19	2017-18	2016-17	2015-16
223	128	101	109	138

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

2019-20	2018-19	2017-18	2016-17	2015-16
251	244	197	176	211

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>

**2.7 Student Satisfaction Survey****2.7.1 Online student satisfaction survey regarding teaching learning process****Response:** 3.74

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, Chairs in the institution during the last five years (INR in Lakhs)**

**Response: 2**

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	2	0

File Description	Document
List of endowments / projects with details of grants	<a href="#">View Document</a>
e-copies of the grant award letters for sponsored research projects / endowments	<a href="#">View Document</a>

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

**Response: 0**

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

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

**Response: 1.67**

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	1	0

**3.1.3.2 Number of departments offering academic programmes**

2019-20	2018-19	2017-18	2016-17	2015-16
12	12	12	12	12

File Description	Document
Supporting document from Funding Agency	<a href="#">View Document</a>
List of research projects and funding details	<a href="#">View Document</a>

## 3.2 Innovation Ecosystem

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

#### Response:

The college being a government-run institution for only girl students, in a rural area, does not have much access to the facilities and funds/grants regarding the creation of a formal incubation centre. However, undergraduate and post-graduate students are encouraged to adopt a creative and innovative approach in their respective fields of interest. Students are encouraged to innovate and promote their ideas for a better understanding and well-being of the individuals and the community. The suggestions put forth by them have been able to contribute to the welfare schemes for the community like providing safe drinking water for the local villagers; use of the college grounds for sports and fitness activities by the local community; providing support for the education of the deprived children; adoption of an entire village and working for its cleanliness and development; Spreading awareness about good health, hygiene, sanitation, and girl child education; promoting the use of green practices, solar power, etc. Other initiatives for the creation and transfer of knowledge include special lectures by eminent personalities, inter/intra college competitions, educational field trips, internships, training programs, seminars, etc. that are a continuous source of encouragement for the students of the college.

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

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

#### Response: 2

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



2019-20	2018-19	2017-18	2016-17	2015-16
2	0	0	0	0

File Description	Document
Report of the event	<a href="#">View Document</a>
List of workshops/seminars during last 5 years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.3 Research Publications and Awards

#### 3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 0

##### 3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years

##### 3.3.1.2 Number of teachers recognized as guides during the last five years

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>

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

Response: 1.27

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

2019-20	2018-19	2017-18	2016-17	2015-16
4	1	6	13	9

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>

#### 3.3.3 Number of books and chapters in edited volumes/books published and papers published in

**national/ international conference proceedings per teacher during last five years****Response:** 0.08**3.3.3.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	2	0	0

File Description	Document
List books and chapters edited volumes/ books published	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.4 Extension Activities****3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.****Response:**

The college has been lauded for maintaining a reputation for being an institution of higher education with high regard for social responsibility. The college faculty, students and alumni remain committed to keep working for the welfare of the community. We have contributed and continue to work for social change in the field of education, empowerment of women and for society with our main thrust on issues such as girl child education, health, gender issues, environment and other development programmes. The college faculty and students are involved in many activities for promoting community service and welfare. The extension activities are an integral part of the college activities because most of our students come from similar background and circumstances. The engagement of students in these activities gives us a close view of their lives at the grassroots. These programmes make our students sensitive to the problems of the society as they get a chance to observe the inequities and challenges prevalent in the society.

Major extension activities that work towards sensitizing the students towards social issues are:-

NSS, AIDS Awareness Programme, Community Work, Swachh Bharat, Health Camps etc. These extension activities work in the following manner: Health Camps are organised periodically for the students during which they are given information about maintaining their hygiene and sanitation. The students get themselves checked by doctors and discuss their illnesses etc. They also get their blood groups and Hemoglobin levels tested. AIDS awareness programmes aim to make the students aware of the reasons and also the preventive measures for the disease. The students can, in turn, spread awareness about the same in their families, friends and community. The Swachta Abhiyaan programme aims to spread awareness about maintaining cleanliness within and outside the home and the workplace. This, in turn,

would sensitize people to keep their surroundings clean and work towards making the country a clean and green country. The NSS inculcates a sense of service to the nation and society and makes the students sensitive enough to work for the betterment of the society. The prime objective of such extension activities is to create awareness among the students and to sensitize them to take adequate actions to improve their quality of life.

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

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

Response: 4

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

2019-20	2018-19	2017-18	2016-17	2015-16
2	1	1	0	0

File Description	Document
Number of awards for extension activities in last 5 year	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>

### 3.4.3 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: 51

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

2019-20	2018-19	2017-18	2016-17	2015-16
14	5	8	11	13

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:** 157.43

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

2019-20	2018-19	2017-18	2016-17	2015-16
2908	662	461	975	1195

File Description	Document
Report of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt or NGO etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.5 Collaboration

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

**Response:** 5

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

2019-20	2018-19	2017-18	2016-17	2015-16
1	2	1	0	1

File Description	Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	<a href="#">View Document</a>

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

**Response: 2**

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

2019-20	2018-19	2017-18	2016-17	2015-16
2	0	0	0	0

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	<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:**

Tau Devi Lal Government College for Women, Murthal, is spread over 12.5 acres amidst sprawling lawns and trees in the village Murthal. Established in the year 2003, it is well connected with the city. The college building has two blocks- Arts & Commerce block and Science block, well-equipped laboratories, classrooms and a library with a good collection of 15631 books, 10 magazines, 07 newspapers, and one journal. In the current year, the total number of books has increased to 16666, and access to e-journals and British Council has been made available. The main block has one office for the administrative staff, the Principal's office, a staff room, a girl's common room, a gymnasium, a seminar hall, an Edusat room, 8 classrooms, and 7 labs of different capacities to meet the requirements of UG and PG students. The Science block has 05 classrooms and 4 labs and a staff room. Big classrooms are available for a capacity of 80-100 UG students. For Honours and PG courses, the class size is about 20-40 students. Each classroom is equipped with appropriate and comfortable furniture; good ventilation and adequate light. There is a provision for a projector and Wi-Fi in some rooms. ICT facilities are available in six rooms out of which three rooms function as smart classrooms, one is a seminar room and one is the edusat room. The laboratory experience aids in the enrichment of the curriculum and provides for their practical orientation and self-sufficiency of the students. The two Computer Labs with 66 computers and one Language Lab with 25 computers cater to all the digital needs of the college students and the staff. The library is fully automated. It has large reading rooms for both students and staff with Wi-Fi facility. There is one counseling room, one dispensary room, six storerooms, washrooms for students on every floor. Apart from this, there are lush green lawns, trees, playgrounds, and a canteen also for the students.

File Description	Document
Upload any 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:**

There are three lush green lawns on the college campus where many outdoor activities, programmes and functions are held. These lawns are spacious and can accommodate a large gathering of persons. The college has a big sports ground which is spacious enough to hold many sports events like hand-ball, net-ball, kabaddi, kho-kho, races ranging from 100 metres to 3000 metres, cycling, cricket, basketball, athletic events like shot put, discus throw, javelin throw, yoga classes, NSS activities and parade. There is a sports room cum gymnasium for indoor games like chess, carrom, table tennis. The gymnasium has a variety of exercising equipment for students and staff and is also used for the storage of sports equipment as well. Every year, the Annual Athletic Meet and other sports events are held in the sports ground.

Detail of Infrastructure for Sports	Area
Sports Ground	2.5 Acres
Gym	30' X 20'
Indoor Sports Facilities	Chess, Carrom, Yoga

The college students participate in various inter-college, district, state, national and inter-university sports and cultural competitions. Apart from following a diverse curriculum, the students also engage in extracurricular activities like debates, quiz competitions, poetry, street plays, music, dances, fine arts, youth festivals, cultural fests etc. For overall conduct and coordination of these activities, each committee's, subject society's faculty members and students systematically plan and organise the events of their society. Also, the students actively participate in many intra and inter-college events throughout the year and bring several laurels to the college. In the current academic session, two stages have been added to the existing infrastructure for cultural, extracurricular activities and various other functions that are held throughout the year.

File Description	Document
Upload any 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:** 32

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

Response: 08

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<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:** 12.44

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

2019-20	2018-19	2017-18	2016-17	2015-16
28.07141	6.23953	14.42092	2.03308	3.64444

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (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:

The college library has a very good collection of over sixteen thousand books, of all kinds, magazines and newspapers and is a very soothing and peaceful part of the college campus. The library of the college has a reading room for the students with a seating capacity of 60 students. There is a separate reading room for the staff as well with a seating capacity of 20-24. The library is fully automated and the Integrated Library Management System used is- SOUL (Software for University Libraries). The year of automation was 2012. The software was updated with a newer version 2.0, in the academic session-2014-15. The college library provides remote access to the INFLIBNET e-resources to its users through access points. The college library also provides access to e-ShodhSindhu. In the current academic session, the library has been further enriched with a subscription to e-journals and British Council membership for online library. The college library also provides photocopy and Wi-Fi facilities in addition to its regular facilities.

File Description	Document
Upload any 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:** D. Any 1 of the above

File Description	Document
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (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:** 1.17**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)**

2019-20	2018-19	2017-18	2016-17	2015-16
0.55564	0.56702	1.67271	1.53785	1.49326

**File Description****Document**

Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)

[View Document](#)

**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:** 3.15**4.2.4.1 Number of teachers and students using library per day over last one year****Response:** 25**File Description****Document**

Details of library usage by teachers and students

[View Document](#)

Any additional information

[View Document](#)

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

The college has a well-defined system for providing IT and Wi-Fi facilities to the users. The college website is monitored and updated regularly by the website committee of the college. A LAN connects all computers and printers in the college, administrative block, and computer labs. The whole college campus has a Wi-Fi facility with a speed of 50 Mbps. There are 66 computers in two computer labs and 25 computers in the Language Lab to cater to the IT-related needs of the students. The college also provides a Computer Awareness certificate course for the students. Besides this, classes are also held for the students on basics of computer- Microsoft office (MS Word, MS Excel, and Microsoft PowerPoint, etc.) The upkeep and upgradation of the computers, peripherals, Wi-Fi facilities, IT-related equipment, etc. is looked after by the Computer Lab Incharge, who also monitors the policies regarding upgradation of wifi, internet

lease line, ICT, projectors, other IT equipment to the students and faculty and also the printing facilities availed by the students and staff (teaching and non-teaching). Moreover, all important notices related to curricular and extracurricular activities, examinations, assignments are uploaded on the website after approval from the Principal of the college.

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:** 8:1

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

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

**Response:** A. 750 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:** 24.11

##### 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)

2019-20	2018-19	2017-18	2016-17	2015-16
24.50406	29.62627	13.25276	12.68308	12.23443

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<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:**

The institution has annual committees for the maintenance of infrastructure facilities and equipment.

All these committees are constituted to make necessary arrangements for maintaining the existing infrastructure and for adding new academic infrastructure in the college as per the needs of the departments/college:

1. Building Construction, Maintenance and College Development Committee- This committee looks after such works as whitewashing, construction, renovation of buildings, maintenance and upkeep of the classrooms and other repair work as and when required.
2. Purchase Committee for Office and the Central Purchase Committee - All the stationery, various machines, equipment, instruments and items for use in the office and laboratories are purchased after approval and scrutiny to ensure optimum utilization of funds allocated to the respective departments each academic year. A standard procedure is followed for the purchase of the goods either from the GEM Portal or from the suppliers approved by these committees.
3. College Cleanliness and Beautification Committee- This committee is responsible for the overall cleanliness and beautification of the college. For this purpose, there are two well trained and experienced gardeners who maintain the lawns and take good care of the plants and trees in the college. Tree Plantation programmes are held at regular intervals in which saplings and seasonal trees are planted. The lawns in the college are maintained on a regular basis. The trees and bushes are also pruned from time to time for a beautiful and neat look.
4. Library Advisory Committee- This committee is responsible for the purchase of books, magazines, newspapers, journals etc. for the library for each academic year. This committee also looks after the overall upgradation of the library and the facilities it offers for the students.
5. College Property- This committee is responsible for the overall care, regular maintenance and upkeep of the existing college property. The committee makes new purchases as per the state govt. norms and follows the standard procedure for the maintenance and upkeep of the same.
6. College Sports Board- This committee is responsible for providing sports facilities to the students; for purchase and maintenance of sports equipment; for regular maintenance and upkeep of the gymnasium and the playground; for the overall performance of the students in various sports at college, district, state and national level and for conducting athletic meet of the college every year.

7. Water and Electricity Committee- This committee looks after the water and electricity-related needs of the college; regular maintenance of the water and electricity-related equipment and machines; regular payment of water and electricity bills etc.

8. Computer Lab, Language Lab, Edusat- There is a teacher incharge of all these. The two computer labs are fully functional and well maintained by one lab attendant and a lab instructor who regularly take classes as per the time table and monitor the maintenance of the computer labs according to the instructions provided by the computer lab incharge. This department is also responsible for uploading and managing the information to be shared and uploaded on the college website as well as the college web portal.

9. Placement Cell- The placement and career counselling cell of the college is responsible for providing career counselling, support and guidance to the students. The cell organises extension lectures, training programmes and also an annual job fair every year for the placement of the students of the college.

File Description	Document
Upload any 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:** 34.86

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

2019-20	2018-19	2017-18	2016-17	2015-16
234	249	304	268	183

#### File Description

Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)

#### Document

[View Document](#)

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

**Response:** 25.88

##### 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

2019-20	2018-19	2017-18	2016-17	2015-16
38	270	201	190	202

#### File Description

Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)

#### Document

[View Document](#)

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

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

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

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	<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:** 0

##### 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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Number of students benefitted by guidance for competitive examinations and career counselling during the last five years	<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
Upload any additional information	<a href="#">View Document</a>
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

<b>5.2.1 Average percentage of placement of outgoing students during the last five years</b>				
<b>Response: 2.66</b>				
<b>5.2.1.1 Number of outgoing students placed year - wise during the last five years.</b>				
2019-20	2018-19	2017-18	2016-17	2015-16
4	15	2	3	6
File Description	Document			
Self attested list of students placed	<a href="#">View Document</a>			
Details of student placement during the last five years (Data Template)	<a href="#">View Document</a>			

<b>5.2.2 Average percentage of students progressing to higher education during the last five years</b>				
<b>Response: 20.72</b>				
<b>5.2.2.1 Number of outgoing student progression to higher education during last five years</b>				
Response: 52				
File Description	Document			
Details of student progression to higher education (Data Template)	<a href="#">View Document</a>			
Any additional information	<a href="#">View Document</a>			

<b>5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/</b>				
--	--	--	--	--

**Civil Services/State government examinations, etc.)****Response:** 66.67**5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
10	0	1	1	2

**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**

2019-20	2018-19	2017-18	2016-17	2015-16
15	5	1	1	3

<b>File Description</b>	<b>Document</b>
Upload supporting data for the same	<a href="#">View Document</a>
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	<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:** 26**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.**

2019-20	2018-19	2017-18	2016-17	2015-16
11	6	4	1	4



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

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

#### **Response:**

The college had a very organized and systematically elected Student Association in the session 2018-19, when as per the instructions provided by the Higher Education Department, Haryana, the elections were held, wherein, the students had elected office bearers comprising a President, Vice president, Secretary, Joint Secretary, Executive Members, etc. from first, second and final year students. The entire process of the elections was conducted fairly, smoothly, and in a transparent manner. The elections were not held for the session 2019-20 as per the directives of the Higher Education Department, Haryana. The Student Association was guided by the Principal, Vice-principal, and senior staff members of the college. The elected students strived to enrich the cultural and academic activities of the college by providing opportunities to students to participate actively according to their interests. The elected representatives looked after the conduct and management of the extracurricular activities and other cultural and academic events throughout the year. An Academic Calendar is prepared every year before the beginning of the academic session. The college adheres to this academic calendar for conducting various events and activities throughout the year. The students help in organizing these events under the guidance of the senior staff members. The student representatives also help in activities like maintaining discipline on the campus, keeping the college campus clean, helping students to resolve small issues within themselves, etc. Apart from this, all the students are responsible and consider it to be a part of their duty to actively participate in curricular and extracurricular activities and motivate other students also to do the same.

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:** 3.4

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

2019-20	2018-19	2017-18	2016-17	2015-16
3	3	5	3	3

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	<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:

The Alumni Association of the college is an integral part of the relationship of the students with their alma mater. On joining the college, all students are treated as members of the college family. An alumni meet is organized as per the availability of funds and on the basis of positive responses from the alumni about the same. A small gathering or get-together is organized by the alumni committee of the college in which the alumni are given a warm welcome and a small cultural programme is organized for them. They are also requested to showcase their talents and to motivate the students of the college to perform better in all the major academic and non-academic activities. The former students share their experiences with the students which enables them to compete with the competitive world. The former students provide suggestions for improvement in the infrastructure and functioning of the college. The alumni association is also invited to attend the important events and functions held in the college. The alumni are presented with souvenirs like mugs, coasters etc. according to the availability of funds. Although the Alumni Association of the college is not registered yet it is functional. The former girl students of the college are unable to contribute significantly to the development of the institution through financial and non-financial means as they mostly belong to the rural areas and don't come from financially sound families. However, they provide all the moral support and cooperation to their alma mater and the college is proud to have them as their alumni and is committed to ensure education for all girl students irrespective of their economic, religious and social footing.

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

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

NAAC

## 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 administration as well as the faculty of the college is dedicated to provide a transformative education to attain its foremost goal of empowering the girls. This assiduous journey begins in the classrooms, where the students are exposed to novel ideas, new ways of understanding and comprehending information. The zeal to look at things from a different perspective is then encouraged, leading the students to embark on an intellectual journey that would eventually enrich them as a whole. The students come from all walks of life and from different socio-economic backgrounds. The intermingling of these varied individuals at this precarious juncture of lives, where their identities are still evolving, enlivens the hope that they will learn to integrate their lives, to best serve society by gaining an insight into their own uniqueness and by assessing their own values and interests. The entire organizational setup works in a manner, which aims to foster the holistic development of its students, through rigorous yet effective multi-faceted learning. The administration and the teachers are diligently and dedicatedly working towards making these tender young minds more self-efficacious and prepared for the world that they will invariably enter after the rather protected environs they are accustomed to. The staff and the administration have full involvement in the implementation of the plans and policies laid down by the Department of Higher Education, Haryana and the State Government. The process is mainly governed by the annual committees constituted for this purpose. So, the Principal and the faculty members are actively involved in the decision-making and policy implementation process of the college to sustain and enhance the quality of education imparted by the institution.

File Description	Document
Upload any 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:

The college believes in decentralization and participative management. The staff members are actively involved in all the major academic and administrative roles which encourage the promotion of a culture of participative management. All the college activities are effectively managed by the Annual Committees constituted every year for all academic and non-academic activities. These Annual Committees comprise most of the teachers and some committees also include the members of the non-teaching staff and some students as well. The college follows a decentralized structure for decision-making in which these committees share their decisions with the college staff and the students. These committees work in coordination to manage various functions of the college and are also responsible for purchases, admissions, looking after the welfare of the students, and for preparing guidelines for the smooth functioning of the

college.

The College Council, led by the Principal, looks after the execution of the plans and decisions discussed in the staff meetings. The decision of the Principal and the College Council remains final and all the committees have to get their decisions approved by the Principal.

The Internal Assessment and Examination Committee looks after all the assessment and examination-related work like notifying the dates of examination, assessment, declaration of results, organizing Parent-teacher meetings, etc.

The Library Committee looks after the purchase of books, library upgradation etc. as per requirement.

The Central Purchase Committee looks after all the purchase-related work of the college.

The Grievance Redressal Committee acts promptly to resolve any complaints that are received.

The Cleanliness and Beautification Committee endeavors to keep a hygienically clean and eco-friendly environment in the college.

The Time table and Workload Committee consists of teachers from all the streams so that the timetable is made and distributed properly.

An Annual Report of the yearly activities is also prepared at the end of the session. So, all the committees function at their optimum best for the smooth functioning of the college affairs.

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

All the perspective/ strategic plan and deployment documents are available in the institution. The college follows the plans and policies laid down by the affiliating University, the UGC, the Department of Higher Education, Haryana and the State Government from time to time. The strategic plan and deployment documents are also available on the website of the college. Some plans are framed and implemented at the college level also by the Principal and the College Council through the annual committees for improving the quality of education. These committees work throughout the year to improve and maintain a qualitative academic and social environment. Some of these committees like the Building Construction, Maintenance and College Development committee monitor the upkeep and maintenance of the building. The committee is also responsible for all the repair and renovation work as and when required. The Discipline and Security

committee is responsible for maintaining discipline in the college during functions, activities, and also on a daily basis in order to maintain an open and safe work environment. The college has an Anti-ragging, Anti-corruption, Grievances Redressal Cell and a complaints committee against sexual harassment at the workplace to resolve any complaints received. The Time Table and Workload committee calculate the workload in each semester as per the directives of the DGHE, Haryana. The timetables are uploaded on the college website before the beginning of each semester. So, all the annual committees work in coordination all the year to improve the quality of education imparted to the students as per the instructions provided by the higher authorities.

File Description	Document
Paste link for 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 organizational structure of the institution:

The college is a government-run institution and therefore follows the policies of the university, the UGC, the Department of Higher Education, Haryana and the State Government and functions as per the instructions provided by them from time to time. The college has a well-defined organizational structure. The hierarchy of the staff, administrative setup, functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism are predefined by the above-mentioned higher authorities. At the college level, the Principal is the Head with all the administrative and executive powers, followed by the Vice-Principal, the College Council, the Heads of various Departments and Committees. The Principal in conjunction with the staff and the annual committees executes all the activities and programs of the college. The Principal also heads and controls the administrative staff that consists of a Bursar, a Deputy Superintendent of the office, two Clerks, one Steno-Typist, a Restorer, a Library attendant, two Lab Attendants, one Computer instructor, a computer lab attendant, a Language Lab instructor, two Peons, two Chowkidars, a sweeper and two gardeners.

File Description	Document
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>
ERP (Enterprise Resource Planning) Document	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation, Administration etc	<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 institution tries to adopt many welfare measures for the teaching and the non-teaching staff. Basically, the norms of the university and the state government are followed in this regard. Some of the facilities that are available to all regular teaching and non-teaching staff include the facility of Medical Reimbursement in which the employees can avail reimbursement facility from the state government's list of empanelled hospitals. All faculty appointments prior to 2004, are eligible for pension benefits on retirement. GPF, gratuity and leave encashment are availed by the retiring faculty as per the university and the state government norms. The faculty appointed after 2004, are covered under the New Pension Scheme(NPS). All kinds of leave can be availed by the teaching and the non-teaching staff as per the guidelines of the university, the Department of Higher Education, Haryana, and the state government. Vehicle loans, festival advance, and home loan facilities are also available for regular employees as per the state government guidelines. LTC is also availed by the regular employees as per state government rules. Apart from all this, the entire staff of the college stands united as a close-knit family to help any staff member in their difficult times.

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:** 3.23

#### 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

2019-20	2018-19	2017-18	2016-17	2015-16
5	0	0	0	0

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	<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: 2**

#### 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

2019-20	2018-19	2017-18	2016-17	2015-16
3	2	0	2	3

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	<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: 23.99**

#### 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

2019-20	2018-19	2017-18	2016-17	2015-16
11	7	4	6	4



File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of teachers attending professional development programmes during the last five years	<a href="#">View Document</a>

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

#### Response:

#### Teaching Staff-

The Annual Performance Appraisal/Indicator system (API) of teaching staff is as per the guidelines and directives issued by the Higher Education Department, Haryana. All teachers have to fill a comprehensive Self Assessment Performa every year and present the same with proofs before the IQAC committee for approval and recommendation at the time of their promotion. The teachers maintain records of teaching, examination work, college work, research, and project work to calculate API scores. Apart from this, the teachers have to fill an Annual Confidential Report (ACR) every year in which they have to fill up the Performa mentioning all the details of the activities performed (academic and non-academic), personal information and achievements, details of the yearly results, any research work undertaken etc. The ACR is submitted to the Principal for remarks and further sent to the Department of Higher Education, Haryana for further approval and remarks. From the session 2018-19, the process of filing ACR online was initiated by the Higher Education Department, Haryana.

#### Non-teaching staff-

The non-teaching staff also fill the Annual Confidential Report every year in which they give their personal information and achievements, details of activities and duties etc. performed by them throughout the year. The ACR is submitted to the Principal for remarks in this case also. The non-teaching staff also submit their ACR online from the session 2018-19 onwards. The above-mentioned appraisal system plays a crucial role in the promotion of the employees.

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:

The college is a government-run institution. The verification of the correctness of expenditures and receipts in consonance with the rules specified by the Department of Higher Education, Haryana and the State Government, is done as per the directions received from time to time. All the financial activities are

scrutinized diligently. There is a provision for internal as well as external audits. The Internal Audit is done by the Department of Higher Education, Haryana. The External Audit is done by the Comptroller and Auditor General of India (CAG). Although different kinds of Audits keep happening periodically, the college has so far undergone one major Audit in the year 2014-15. The report was documented and filed. The irregularities pointed out by them were acknowledged and a detailed report pertaining to that and the supporting paperwork was sent to the directorate for perusal. This is the common process followed to address any auditing issue that may arise.

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:** 4

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

2019-20	2018-19	2017-18	2016-17	2015-16
4	0	0	0	0

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:**

The college follows the strategies for mobilization of funds and optimal utilization of resources as directed by the Higher Education Department, Haryana. The bursar and the office staff of the college prepare a budget estimate of the requirements of the institution after consultation with the Principal, IQAC and various departments. This estimate is then sent to the Higher Education Department, Haryana for approval. The college then receives a budget, grants and funds on the basis of which all financial utilization of funds takes place. The entire process is entirely transparent and documented.

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 Internal Quality Assurance Cell of the college regularly assesses, reviews and contributes to introduce reforms in the teaching-learning process. The IQAC is responsible to proactively prepare a conducive environment for the smooth functioning of the college. For this purpose, IQAC meetings are held at periodic intervals. A new IQAC was also formed in the current session as per NAAC guidelines in which stakeholders, members of the Murthal Education Society and student nominees also became a part of this cell. The IQAC of the college decides the strategies and processes to be followed for improving the quality of education imparted along with other academic, administrative activities and proper documentation of the various activities to be held in the institution. Apart from this, the IQAC is responsible for making provisions for obtaining, analyzing, and filing action taken reports on feedback responses from students, parents and alumni on the institutional processes related to quality assurance. The IQAC monitors various key areas like curriculum implementation, organizing extension lectures by prominent speakers, extension activities for community welfare, student counseling sessions, taking feedback from stakeholders, teachers, students, and alumni. We are still working towards taking effective initiatives for a better documentation of strategies and processes as per the new guidelines for IQAC.

Among the many decisions taken and implemented by the IQAC, one major decision was the setting up of the electricity connection of the college from rural to urban feeder to enable non-stop supply of electricity to the college. this connection has helped the college a lot in improving the quality of teaching and administrative work. Another major practice adopted by the IQAC was to enhance and maintain the quality initiatives of the institution by organizing two National Seminars and two International Seminars, which have enabled the institution to open up to a plethora of such opportunities to connect itself to the outside world.

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:**

The institution regularly reviews its teaching-learning process, structures and methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms through the college council and through various committees like the Examination, Results, Internal Assessment Committee, Lecture shortage, University-related duties and issues, Placement Cell, etc.

1. The Examination Committee conducts house exams, maintains result records and arranges parent-teacher meetings. The Internal assessment of the students and their attendance and absentee record is maintained and evaluated at periodic intervals by this committee. Any issues related to the university, exams and results are dealt with promptly. The above-mentioned examination-related committee reviews the results and plans further activities for the academic growth of the students.

2. The Placement cell of the college organizes various activities, trainings and an annual job fair also. The institution takes various quality initiatives for improving the teaching-learning process like the organization of seminars, workshops, training programs for students.

3. The Central Purchase Committee in conjunction with the concerned committees of the college, is responsible for procuring necessary facilities for Seminar Hall, Smart Classrooms, Laboratories, Provision of WiFi facilities, ICT facilities etc.

The staff and the students are encouraged to use ICT in teaching and learning. E-content for various courses is regularly shared with students. The institution takes feedback from students every semester, and also from faculty, alumni, and parents; which is studied and analyzed and due action for the same is taken to improve the quality of education imparted. The feedback forms are now available on the college website also. The laboratories are also upgraded every year.

File Description	Document
Upload any 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:** D. 1 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	<a href="#">View Document</a>
Upload details of Quality assurance initiatives of the institution	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Paste web link of Annual reports of Institution	<a href="#">View Document</a>

NAAC

## 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:

Tau Devi Lal Government College for Women, Murthal, being a women's college is committed to provide all the necessary facilities to ensure the complete safety of the girl students. The institute shows gender sensitivity in providing facilities such as:

- a) Safety and Security- The institute provides a completely safe and secure campus to the girl students. The main gates are well guarded and there are CCTVs installed at all the entry points. So, the safety and security of all the students and the staff are ensured. Any issues, if any, related to the above are dealt with firmly by the committees constituted for the purpose.
- b) Counselling- The institution has a fully operational Counselling Cell to provide help to the students regarding any mental, psychosomatic, physical, social issues they deal with.
- c) Common Room- There is one common room for the students of the college for rest and recreational activities.

In order to ensure gender sensitivity on the college campus, the institution has the following committees and cells that work in tandem for ensuring that maximum support and help is being provided to the girl students regarding any issues or problems of such kind:- Sexual Harassment Cases Committee, Redressal of Grievances Cell, Mentor-mentee Groups, Security Committee, Anti-ragging committee, Women Cell, Counselling Cell, Anti Corruption Cell etc. These committees and cells organize many activities throughout the year to impart awareness regarding gender sensitization, malnutrition etc. like various lectures related to women's safety, self-defense, cyber-crime, police training, and street plays etc. The college provides a safe and conducive environment to the students as well as the employees and deals with any matters related to any kind of harassment or gender sensitivity strictly. The Anti-ragging committee makes sure that no incident of ragging takes place in the college. The students submit a Performa at the time of admission that they won't be involved in any kind of ragging activities. Anti-ragging posters or pamphlets are also displayed at different places on the college campus.

File Description	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">View Document</a>
Link for 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:**

Waste Management is very important to curb pollution and toxicity of the environment. For this purpose, the waste material in the college is segregated into biodegradable and non-biodegradable waste, toxic and non-toxic waste in the laboratories. The solid waste from the college campus is collected separately and disposed of with the help of the waste collection services offered by the Municipal Corporation, Sonipat. There are ample dustbins in the entire college campus and strict instructions are issued to the students and the staff to dispose of their waste in the dustbins. Unnecessary or excessive use of chemicals in the laboratories is discouraged during practicals. The garden waste like leaves, twigs etc. is converted into compost with the help of compost pits. Most of the students of the college belong to rural areas. So, the students are made aware of organic farming to sensitize them regarding sustainable agricultural practices. Students and staff are also encouraged to purchase organic vegetables. The college regularly maintains all its computer peripherals and ensures buy back of old and discarded batteries, peripherals etc. while making new purchases. The other E-waste from the college campus is collected and stored separately. It is written off or auctioned as per the procedure and directives specified by the Department of Higher Education, Haryana from time to time.

File Description	Document
Link for 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:** B. 3 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

File Description	Document
Certificates of the awards received	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**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:**

The college undertakes various initiatives for providing an environment of tolerance and harmony towards cultural, regional, cultural, socioeconomic diversities etc. in the form of celebration of important days, national festivals, anniversaries of eminent personalities, activities organized by NSS, YRC and other such related activities. These activities help in developing tolerance and harmony towards culture, religion, linguistic and other diversities. Two important national days, Republic Day and Independence Day are celebrated every year. Gandhi Jayanti (2nd October), Teachers Day (5th September), Yoga Day (21st June), NSS Day (24th September), Women's Day (8th March), Voters Day (25th January), Hindi Diwas (14 September), Gurunanak Devji Prakash Parv and many other important days are also celebrated and activities are conducted to make the students aware of the relevance of these days. Apart from this, festivals like Lohri, Makar Sankranti, Holi, Teej, Raksha Bandhan etc. celebration of UNO Day, Constitution of India, National Youth Day etc. are also celebrated to promote cultural and communal harmony. Activities like Annual Athletic Meet, Talent Search, Cultural Fest (Swaranjali), Khana Khazana etc. help to promote regional and cultural diversity.

File Description	Document
Link for 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:**

The college ensures that the students and employees of the institution are fully aware and sensitized to their constitutional obligations- their rights, duties and responsibilities as good citizens. World UNO Day is celebrated every year on 24th October. Activities like Quiz on awareness about the Indian constitution, Essay Writing, Paper Reading, Talks and Debates on rights and duties, Pledge taking, Reading of the Preamble, Visit to the Parliament, Mock Parliament (Aap Ki Sansad), Youth Parliament etc. are organized to celebrate and create awareness about the fundamental rights, duties and Constitution of India. The students are made aware of their responsibilities, moral duties, basic rights, cleanliness etc. during the induction programme at the start of the session. The committees of the college like Important Days Celebration Committee, Legal Literacy Cell, Women Cell etc. organize activities like lectures, debates, paper reading etc. to make the students conscious about their rights, duties and responsibilities. In the current session also, the Constitution Day was celebrated on 26th November to commemorate the adoption of the constitution of India and to pay tribute to Babasaheb Bhim Rao Ambedkar and other founding fathers of the Constitution for their invaluable contribution in framing the Constitution of India. This campaign started on 26th November 2019 and continued till March 2020.

File Description	Document
Link for 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:** D. 1 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 college staff and the students show great enthusiasm in participating in various activities organised to mark the birth/death anniversaries of great Indian personalities like Mahatma Gandhi, Sardar Patel, Dr. Bhimrao Ambedkar, Lal Bahadur Shastri and others. Various important days like Independence Day, Republic Day and Gandhi Jayanti are also celebrated with great enthusiasm. All the major national festivals are also celebrated to maintain a sense of the richness of Indian culture and traditions among the students. Some of the important days celebrated are:-

On the 2nd of October, 2019, to celebrate the birth anniversary of Mahatma Gandhi, a Swachhta Abhiyan or a cleanliness drive was organised by the NSS Programme Officer and volunteers. The NSS volunteers cleaned the entire campus, adjacent areas and the roads near the campus.

The birth anniversary of Sardar Vallabhbhai Patel(October 31) is celebrated as Rashtriya Ekta Diwas (National Integration Day) every year to mark the unity and diversity of our nation.

To celebrate the National Youth Day, a "Run for Youth" was organised by the State Government on the 12th of January, 2020 in which all the students and staff members registered themselves and took part in the run.

On the 25th of January, National Voter's Day is celebrated and activities like slogan writing, speech competition, poster making, taking the pledge to vote etc. are organised.

On the 30th of January, a two-minute silence is observed to pay tribute to the Father of the Nation, Mahatma Gandhi on his death anniversary.

Teacher's Day is celebrated on 5th September every year to celebrate Dr. S. Radhakrishnan's birthday. The students organize a small cultural programme for the teachers on this day.

NSS Day is celebrated on 24th September every year in which various activities are organized in the college like slogan writing, poster making, street plays and a cleanliness drive in the college campus is organized by the NSS volunteers and NSS Programme Officer.

All Indian festivals like Lohri, Makar Sankranti, Holi, Teej, Raksha Bandhan, Diwali etc. are celebrated with great fervour.

Apart from these, in the current session, as per the instructions of the Department of Higher Education, Haryana, the 550th Prakash Mahotsav of Guru Nanak Devji was celebrated and various activities were organised. To make the students aware of the Constitution of India and Fundamental rights and duties, the Department instructed to organise a range of activities like speech competition, poster making, slogan writing etc.

File Description	Document
Link for Geotagged photographs of some of the events	<a href="#">View Document</a>
Link for 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:**

### **Two Best Practices-**

#### **(1) Title of the Practice- Community Welfare through Caring by Sharing.**

\* **Objectives of the Practice-** The practice aims at making us more compassionate and empathetic towards the needs of the weaker sections of the society and instills in us a sense of service to the poor and the underprivileged.

\* **The Context-** No challenging issues arose while designing and implementing this practice as the administration, students and staff members contributed to the practice as per their capacity.

\* **The Practice-** The students and the staff of the college are always ready for any humanitarian efforts for the well being of the society like:-

1) The practice of Caring by Sharing was introduced with the good intention of sharing bounties bestowed by the Lord almighty with the less privileged. The staff and the students of the college gift or donate clothes, utensils, cycles, items of crockery, stationery, books, blankets, footwear, playthings etc. duly cleaned, washed and without any wear and tear, for the poor and the needy.

2) The faculty members help the students from the weaker sections by paying for their admission fee and providing them with books and study material.

3) Four students of the college were injured in a bus accident on 26.02.2019 and the college with the help of the Red Cross Club arranged proper treatment and financial help of 5000 rupees each for the injured.

4) The college has provided a "Bartan Bank" in order to curb the use of plastic and other disposable items. For this purpose, 1600 units of stainless steel utensils were donated by Sh. Mukesh Kumar Saini on 02/10/2019. These utensils are used in various functions and festivities in the college and are also provided/issued to the students, staff, the local villagers and others who require the same for ceremonies, festivities and functions held in their homes. This practice has been able to reduce the use of plastic/disposable items.

5) The college ensures the supply of safe drinking water to the students as well as the local villagers with the help of the RO installed on the college campus. The local villagers can avail of this facility free of cost after college hours.

6) The college has a big sports ground which has been opened for use by the children of local villagers who practice and play various games in the evening hours.

- 7) A corner of the above-mentioned sports ground has been given to the Forest Department for the environment conservation practices.
- 8) The college follows the practice of a morning prayer to ensure that the students start their day with a peaceful and stress-free mind. The prayers are entirely neutral and don't relate to any religion in particular.
- 9) During the time of crisis like Covid 19 this year, the students and the staff donated generously to help the sufferers. The entire staff also donated at least 10% of their basic pay and even more to help the government overcome the impact of the crisis.
- 10) During Covid 19 lockdown, Chowkidar, Sh. Randhir Singh passed away on 02.04.2020 due to Cardiac arrest and the college staff helped the deceased's family financially by contributing a sum of approximately 2.00 Lakh rupees and also made arrangements for the marriage of his two daughters.
- 11) To facilitate online learning for students due to the Covid 19 Lockdown, the Head of the institute donated two smartphones- (i) Vivo Y91 of MRP - 9,990.00 (ii) Samsung Galaxy M01 Core of MRP - 8,499.00 and also requested the staff to arrange for more phones or tablets to help the financially weak students study online.

\* **Evidence of Success-** The practice of community welfare through caring by sharing has been highly successful as the college functions as a close-knit family and all its members are very aware and readily available for all the help they can provide at a short notice. All the points mentioned above are well documented along with some photographs.

\* **Problems Encountered and Resources Required-** No problems were encountered in the implementation of this practice and no additional resources were required as the contribution and donations were entirely voluntary and as per the capacity of the donors keeping in mind the welfare of the community.

## **(2) Title- Extension and Outreach Programmes for Community.**

\* **Objectives-** The practice aims to undertake such programmes or activities that ensure the welfare of the community and society. The activities undertaken aim at providing an easy access to health, hygiene and medical information, awareness and accessibility.

\* **The Context-** Implementation of all welfare programmes requires a regular inflow of funding which is often a major hurdle in the successful outcome of these programmes. Apart from this no problems or challenges were encountered in the implementation of this practice.

\* **The Practice-** The college organizes extension and outreach programmes through NSS, YRC, Red Cross, Women Cell etc. Welfare and support activities like Blood Donation, Free Health Check-Up Camps, providing medicines, supplements to the girls who are weak and anemic, various trainings and workshops for girls are carried out from time to time. The blood donation camp is organized every year and several students, staff members and other voluntary donors take part in this humanitarian cause. Free Health Check-Up Camps are organized periodically for the students who avail of this benefit and can freely consult the doctors regarding any health issues they want. The doctors prescribe appropriate medicines and

supplements to the girls who are weak and anemic. Free trainings like that of First Aid is provided to willing students. The student volunteers of NSS are the backbone of the college. They actively participate in all the activities and programmes organized in the college throughout the year. They have a major role in maintaining the cleanliness in the college campus and in spreading awareness about maintaining proper hygiene among the students. The Women Cell of the college organizes various activities throughout the year like self-defense training, legal rights awareness lectures, cybersecurity awareness, art and craft workshops, competitions like slogan writing, poster making etc. on various social issues and problems, mehndi competition, celebration of International Women's Day, Beti Bachao Beti Padhao Campaign, Sukanya Samridhi Yojana etc. which help to empower the girl students of the college and the community and aim to spread awareness regarding gender equity.

The Legal Literacy Cell of the college also organizes activities and competitions like slogan writing, poster making, plays etc. to make the students aware of their legal rights.

The college also offers a "Vidyalaya se Mahavidyalaya ki aur" outreach programme for girl students who are presently studying in 10+2 to create awareness and also to enable them to have an easy access to higher education as it has been observed that many girls usually don't pursue higher studies after school. This programme helps to create awareness about the benefits of higher education and quells any apprehensions the students might be facing about the courses to study. The teachers from college visit the schools and meet the students and inform and counsel them about the courses and facilities available in the college. Feedback is also obtained from the students for the same. The students are encouraged to pursue higher studies and to help others in their family to do the same.

\* **Evidence of Success-** The activities are properly documented along with photographs. Such programmes have a high success rate as maximum participation of the students and benefit of the programmes to the community is ensured.

\* **Problems Encountered and Resources Required-** Some problems such as convincing the community members for participation in the programmes, lack of funds etc. arise which are tackled accordingly.

File Description	Document
Link for any other relevant information	<a href="#">View Document</a>
Link for 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:

The governance of the institution is reflective of and in tune with the vision and mission of the institution. The vision of an organization is what one aims to achieve and what the final outcome of all enduring tasks

is. It is therefore essential to have clarity in terms of what needs doing, for it is that which decides the course of action that needs to be taken to reach the ultimate goal. Our college was established with an aim to bring about an awareness in a rural set up as to how essential it was to educate girls and how it is no longer a luxury but a necessity that these girls come out of their confines and go on to become educated citizens instilled with moral values which if imbibed well would go a very long way into establishing them as well respected citizens and good people. The institutional work culture and ethos is such that it aspires to inculcate an atmosphere where holistic development occurs with a focus on the importance of a sense of integrity and social responsibility. There is a persistent drive to encourage a scientific and logical temperament in students by focusing on creativity as well as exploratory methods of study. A constant effort to indelibly imprint on young minds the significance of values such as respect, dignity, accountability and teamwork is made. The entire workforce is dedicated to provide students with expertise and knowledge with the available resources and works at promoting self-efficacy and requisite sense of self by honing their inherent abilities and skills. Meticulous effort is made to transform students through prescribed rigorous coursework and collaborate with other academic institutes to strengthen learning and multidisciplinary knowledge. As an educational institute, it is of utmost importance to us that our students feel secure not just physically but emotionally as well. It is due to this reason there is a psychological counseling cell set up on the campus to offer professional help without any sort of judgment. This step was taken keeping in mind the vision of sending out in the world well-adjusted young women who are empowered to understand the ongoing social scenario and able to deal with opportunities and situations life is likely to present to us all. The leadership though benevolent pertains to the welfare of our students. It is the duty and priority of the entire faculty as well as non-teaching staff to ensure that a safe learning environment is provided to the students to bring out their inherent skills to the forefront and to help them achieve all that they are capable of. All possible efforts are made to ensure that the faculty is updated about the happenings in their fields so as to impart the latest information to the students and help them keep up in this highly competitive and ever-evolving world. Students are encouraged to voice their own ideas and thoughts in group discussions or independently in class, this enables them to understand and appreciate the different opinions which might result from such discussions. Such understanding of different perceptions enables them to adjust better in society.

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

## 5. CONCLUSION

---

### **Additional Information :**

In the present challenging and progressive academic environment, the college is preparing well to tackle all the future challenges of higher education including digitization and online education. The college endeavors to maintain and sustain appropriate standards of teaching-learning, innovation, curricular and co-curricular activities of the college. Five certificate courses have been allotted to the college in the current session by the Department of Higher Education, Haryana, which will enable and empower students to take on leadership and entrepreneurship roles in the future. The college regularly upgrades facilities and infrastructure to meet the requirements of the changing pedagogic environment. The Science block was recently constructed to cater to the needs of the science students. The college understands the significance of climate and environmental concerns and has contributed to green practices also. Reducing carbon footprint, abandoning single-use plastic, planting trees and saplings etc. have been readily adopted as a practice. The college has a specific area of 2.5 acres, which is entirely covered by lush green neem trees, which are widely known for their therapeutic and medicinal properties.

### **Concluding Remarks :**

The college tries to live up to its vision and mission of women empowerment through education. The college staff is highly qualified, dedicated and committed to provide a conducive learning environment for the students. The students are also disciplined and work selflessly and tirelessly for their own betterment and also serve the community with the same zeal. The faculty and the students fulfill their responsibility towards society and engage with people and the community with a sense of service and help in spreading awareness, knowledge and information to people.



## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.1	<p><b>Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b></p> <p><b>1.2.1.1. Number of Programmes in which CBCS / Elective course system implemented.</b>            Answer before DVV Verification : 6            Answer after DVV Verification: 5</p> <p>Remark : As DVV asked, HEI has not provided circular of programs in which CBCS/ELECTIVE course system has been implemented in the last completed academic year as certified by the Registrar of the affiliating university.</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><b>1.3.2.1. Number of courses that include experiential learning through project work/field work/internship year-wise during last five years</b>            Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>2</td> <td>1</td> <td>1</td> <td>1</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1</td> <td>1</td> <td>1</td> <td>1</td> </tr> </tbody> </table> <p>Remark : As DVV asked, HEI has not provided minutes of the Boards of studies /Academic council meetings with approval for these courses.</p>	2019-20	2018-19	2017-18	2016-17	2015-16	2	2	1	1	1	2019-20	2018-19	2017-18	2016-17	2015-16	1	1	1	1	1
2019-20	2018-19	2017-18	2016-17	2015-16																	
2	2	1	1	1																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
1	1	1	1	1																	
1.3.3	<p><b>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)</b></p> <p><b>1.3.3.1. Number of students undertaking project work/field work / internships</b>            Answer before DVV Verification : 63            Answer after DVV Verification: 50</p> <p>Remark : HEI has provided certificate of only one student. Hence deviated, recommended input has been inserted by dvv on pro-rata basis.</p>																				
1.4.1	<p><b><i>Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders</i></b></p> <p><b><i>1) Students</i></b></p>																				

**2)Teachers****3)Employers****4)Alumni**

Answer before DVV Verification : B. Any 3 of the above

Answer After DVV Verification: D. Any 1 of the above

Remark : Deviation as per shared feedback report of students about curriculum by HEI. Shared feedback on teacher and Infrastructure has not considered.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
177	117	179	174	115

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
177	117	152	166	115

Remark : DVV has made the changes as per looking seats earmarked against reserved admitted students.

**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 : 31

Answer after DVV Verification: 30

Remark : Deviation as per shared mentor-mentee list by HEI.

**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 : 258

Answer after DVV Verification: 135

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
223	128	101	109	139

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
223	128	101	109	138

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
245	238	194	175	208

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
251	244	197	176	211

Remark : Deviation as per shared report of appeared and passed students by HEI.

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
5	2	7	14	10

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
4	1	6	13	9

Remark : As DVV, asked HEI has not provided valid ISSN number and many journals are discontinued. Hence deviated and recommended input has been inserted by dvv on pro-rata basis.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
5	2	1	0	3

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
2	1	1	0	0

Remark : Deviation as per shared e-copies of award letters by HEI.

**3.4.3 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)**

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
31	32	23	25	28

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
14	5	8	11	13

Remark : DVV has not considered Workshops/Seminars/competition and National Unity Day celebration, World AIDS Day Celebration , National Youth Day Celebration ( Poster making Competition Rally, Seminar organised), World TB Day and Mental Health Day Celebration, Celebration Gandhi Jayanti & Lal Bahadur Shastri , Celebrated Raksha Bandhan celebration.

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

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

Answer before DVV Verification:

--	--	--	--	--

2019-20	2018-19	2017-18	2016-17	2015-16
3556	1714	874	1318	1730

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
2908	662	461	975	1195

Remark : DVV has not considered Workshops/Seminars/competition and National Unity Day celebration, World AIDS Day Celebration , National Youth Day Celebration ( Poster making Competition Rally, Seminar organised), World TB Day and Mental Health Day Celebration, Celebration Gandhi Jayanti & Lal Bahadur Shastri , Celebrated Raksha Bandhan celebration.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
7	2	1	0	1

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
1	2	1	0	1

**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**

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

Answer before DVV Verification : 46

Answer after DVV Verification: 25

Remark : As DVV asked, HEI has not provided the details of online access for the teachers and students using library on (28 sept 2020, 7 oct 2020, 8 oct 2020, 12 oct 2020, 21 oct 2020). Hence for the purpose of deviating recommended input has been inserted by dvv on pro-rata basis.

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

Answer before DVV Verification : A. ?50 MBPS

Answer After DVV Verification: A. ?50 MBPS

Remark : Deviation as per shared bill with reflecting internet connection speed 50 Mbps by HEI.

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

following

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

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: C. 2 of the above

Remark : Deviation as per shared report of Language lab and ICT skills by HEI.

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:

2019-20	2018-19	2017-18	2016-17	2015-16
50	100	150	120	250

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

Remark : Extension lectures has not considered on this metric.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
9	34	4	5	12

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
4	15	2	3	6

Remark : As DVV asked, HEI has not provided the offer letter or appointment letter for mentioned students. Hence deviated and for the purpose of deviating recommended input has been inserted by dvv on pro-rata basis.

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

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

Answer before DVV Verification : 64

Answer after DVV Verification: 52

Remark : DVV has counted one student once for a year.

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
12	1	1	1	3

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
10	0	1	1	2

**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**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
15	5	1	1	3

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
15	5	1	1	3

Remark : DVV has counted one student once for a year. Deviation as per shared qualifying certificate by HEI.

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

Answer before DVV Verification:

--	--	--	--	--

2019-20	2018-19	2017-18	2016-17	2015-16
23	17	7	8	5

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
11	6	4	1	4

Remark : DVV has not considered award received in Inter-Collegiate Competition and District level competition.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
14	10	8	12	6

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
3	3	5	3	3

Remark : Deviation based on report of events shared by HEI signed by principal in first level.

**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**

**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**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
10	0	0	0	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
5	0	0	0	0



Remark : Deviation made as per pro-rata basis of shared receipt by HEI.

**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**

**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**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
8	7	3	6	6

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
3	2	0	2	3

Remark : DVV has only considered programs provided by institution based on supporting documents provided by HEI. Programs less than of duration less than 5 days have not been considered

**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:

2019-20	2018-19	2017-18	2016-17	2015-16
17	10	5	9	5

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
11	7	4	6	4

Remark : As per SOP, Deviation made as per not considered programs less than one week.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
4.40000	0	0	0	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
4	0	0	0	0

Remark : DVV has only considered Funds / Grants received from non-government bodies, individuals, philanthropers and not from the principal of college

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

Answer before DVV Verification : B. 3 of the above

Answer After DVV Verification: D. 1 of the above

Remark : Deviation based on action taken report and meeting minutes provided by HEI

- 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: B. 3 of the above

- 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**
- Answer before DVV Verification : Any 4 or All of the above
- Answer After DVV Verification: B. 3 of the above
- Remark : Deviation made as per supporting photos of Pedestrian Friendly pathways, landscaping with trees and plants and Ban on use of Plastic shared by HEI.

7.1.6	<p><b>Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:</b></p> <ol style="list-style-type: none"> <li>1. <b>Green audit</b></li> <li>2. <b>Energy audit</b></li> <li>3. <b>Environment audit</b></li> <li>4. <b>Clean and green campus recognitions / awards</b></li> <li>5. <b>Beyond the campus environmental promotion activities</b></li> </ol> <p>Answer before DVV Verification : C. 2 of the above  Answer After DVV Verification: E. None of the above  Remark : Shared certificates for the year 2018-19 has not considered. Shared photos has not reflect date.</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 : A. Any 4 or all of the above  Answer After DVV Verification: B. 3 of the above  Remark : Deviation as per geo tagged photos provided for ramps/lifts, Disabled-friendly washrooms, and signposts provided by HEI Shared braille magazine for the year 2020-21 has not considered.</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: D. 1 of the above  Remark : Deviation as per supporting document for code of conduct provided by HEI. Shared report of induction programs for the year 2020-21 has not considered.</p>

## 2.Extended Profile Deviations

ID	Extended Questions
1.1	<b>Number of courses offered by the Institution across all programs during the last five years</b>

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
6	4	4	4	4

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
350	318	230	230	215

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
763	729	747	684	618

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
763	801	885	788	810

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
252	245	197	179	210

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
251	244	197	176	211

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
105.67688	70.73327	81.45816	68.61140	59.09711

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
52.58	35.87	27.67	14.72	15.88