

Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution	GOVERNMENT COLLEGE
Name of the head of the Institution	Manju Sharma
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01250242754
Mobile no.	7988851062
Registered Email	principalbaundkalan@gmail.com
Alternate Email	naabaunkalan2023@gmail.com
Address	near BSNL Telephone Exchange, Main Dadri Road
City/Town	baund kalan
State/UT	Haryana
Pincode	127025

2. Institutional Status

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr, Surender
Phone no/Alternate Phone no.	01250242754
Mobile no.	9416591849
Registered Email	principalbaundkalan@gmail.com
Alternate Email	naacbaundkalan2023@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://gcbaundkalan.ac.in/images/16/MultipleFiles/File22289.pdf
4. Whether Academic Calendar prepared during the year	No

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C	0	2003	29-Apr-2003	29-Apr-2008

6. Date of Establishment of IQAC	09-Aug-2010
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
No Data Entered/Not Applicable!!!		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Higher Education Department	Office Expenses	State Govt	2017 365	39965
HIGER EDUCATION DEPARTMENT	Office Expenses	STATE GOVT	2017 365	9975
HIGER EDUCATION DEPARTMENT	Placement Cell (honorarium)	STATE GOVT STATE GOVT	2017 365	40000
HIGER EDUCATION DEPARTMENT	Placement Cell (Material and supply)	STATE GOVT	2017 365	48000
HIGER EDUCATION DEPARTMENT	Library	STATE GOVT	2017 365	29970
HIGER EDUCATION DEPARTMENT	Lab Augmentation	STATE GOVT	2017 365	100000
HIGER EDUCATION DEPARTMENT	Earn While You Learn	STATE GOVT	2017 365	80000
HIGER EDUCATION DEPARTMENT	Women cell (other charges)	STATE GOVT	2017 365	50000
HIGER EDUCATION DEPARTMENT	Women cell (Honorarium)	STATE GOVT	2017 365	40000
HIGER EDUCATION DEPARTMENT	Sports	STATE GOVT	2017 365	120000
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9. Whether composition of IQAC as per latest NAAC guidelines:	No
Upload latest notification of formation of IQAC	No Files Uploaded !!!
10. Number of IQAC meetings held during the year :	0
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	No
Upload the minutes of meeting and action taken report	No Files Uploaded !!!
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

Focuses on Cleanliness environment and beautification.

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

Plan of Action	Achivements/Outcomes
Teachers were encouraged to complete syllabus well in time.	The syllabus of all classes was completed in time and teachers used online mode such as zoom,google classroom etc. for better teaching.All grants were utilized in time The students participated in these activities throughout year. FDP, online webinars, workshops, were attended by staff members.
Incharges of different committees were motivated to utilize annual grant well in time for the benefits of students and for the betterment of the institution.	All grants were utilized in time
Focus on beautification of the college	By adopting various measures this target was achieved.

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14. Whether AQAR was placed before statutory body ?

No

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2018

Date of Submission

23-Jan-2018

17. Does the Institution have Management Information System ?

No

Part B

CRITERION I - CURRICULAR ASPECTS

9

1.1 – Curriculum Planning and Implementation

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

Curriculum is planned & designed at the affiliating university level and is followed & implemented by the college according to the prescribed norms. In the beginning of academic session, various meetings of the different departments are held amongst faculty of the same in which the topics related to the syllabus are distributed to the teachers after consultation. Administrative staff provides a well-designed time table for each year/semester for UG Classes. Teachers deliver their lectures as per the allotted syllabus. Classes are held according to the schedule under the supervision of college administration. We have a library which has an access system for the students and teachers. Various newspapers/magazines/Journals (Arts and Commerce) are subscribed by our college. We are following the traditional method of teaching such as Chalk and black board method, class notes prepared by teachers, group discussion amongst the students, seminars & paper presentations by students related to prescribed curriculum. Required instrument facility is given to the students for their practical classes. Need based survey programs, field works and educational excursions are carried out by the departments & Trips & Tour Committee of the college. For encouraging research and knowledge enrichment, Seminars and Extension lectures by the experts are also arranged. Class tests, Subject assessment, assessment in practical classes, viva-voce, are done regularly for evaluating them. Doubt sessions based on requirement are also conducted. All the departments maintain their detailed record of the classes, assessments, project reports etc. College administration also keeps the record of the different activities of the college regarding teaching-learning, development and improvements of different methods of effective curriculum delivery.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NA	Nil	Nil	Nil	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	0	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
NA	Nil	Nil
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	NA	Nil
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	No
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
NA

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Nil	240	500	240
BCom	Nil	80	70	35
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	650	0	14	0	0

2.3 – Teaching - Learning Process

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

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

0	0	0	0	0	0
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Government College, Baund Kalan, Prepared Mentor Mentee groups every year. All the Teaching staff members of the institute are made mentor. All the students of the Institute are divided in to groups. A Mentor appointed on each Mentee group. Mentor-Mentee group period is organized on second and fourth Saturday of every month. A Mentor appointed among all the students in their respective class and group and also taught the role and responsibilities of mentors. So that mentor of each group play an important role between teachers and students and make healthy instruction of problem solving and provide the instructions given smoothly. Importance of mentor mentee group will create a very healthy environment for day to day college activities like cultural festivals, sports meet home examinations, class text, developing special hobbies among students and any new adventure arise during session.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
650	14	1 : 46

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
17	14	3	4	7

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	NA	Nil	Nil
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college rigorously adheres to university rules and procedures for internal assessment, ensuring transparency and fairness. Class-test schedules and assignment topics are communicated to students well in advance, allowing ample time for preparation. Teachers actively engage with students, providing academic support, materials, and valuable suggestions for improvement in assignments. Internal assessment marks are based on attendance, class-test performance, and assignment submissions. Results are displayed on department notice boards, with a provision for students to raise objections, subsequently

resolved through a departmental mechanism. In case of dissatisfaction, re-evaluation by other department teachers is available, and the average of marks awarded is considered. Answer sheets are returned with instructions and suggestions, helping students understand their mistakes. The process contributes to a more accurate evaluation of students, fostering increased interest in learning and class attendance. The internal assessment system also motivates students to participate in cocurricular and extra-curricular activities, enhancing overall personality development. Seminar presentations, a key component of internal assessment, are scheduled, and evaluations are based on university criteria. The presentation committee maintains records, contributing to the academic success trajectory. This transparent and robust internal assessment mechanism not only enhances students communication skills but also aligns with the broader goal of holistic education.

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

Being an institute affiliated to CBLU Bhiwani, the college strictly adheres to the academic calendar prepared by the University. Concerned teachers inform the students regarding the curriculum plan and a proper schedule regarding admission, teaching days, vacations and examination schedule and efforts are made to complete the course curriculum within the stipulated time. The syllabus of all the classes is available to the students on the University website. Tentative schedule of practical and theory exams is also available. The college strictly adhere to the guidelines, rules and regulations of the affiliating university and the department of Higher Education Haryana. This includes time schedule in conducting Internal evaluation, cultural, literary, sports, women cell N.C.C., N.S.S. and legal literacy programs. The time table for all classes is displayed on the notice board in the beginning of academic session of each semester and students are apprised of the tentative academic and co-curricular activities calendar, process of enrolment and other necessary guidelines through orientation programs of newly admitted students in the beginning of academic session. Internal Evaluation is done on continuous basis in the institution through regularly held college council and staff meetings and proper guidance is imparted to all concerned for strict adherence to the calendar (curricular and co-curricular activities). Moreover, Internal Evaluation of students in each subject is carried out in each semester as per the schedule fixed by the affiliating University and the criterion laid down by the same. The record of both internal assessment awards and practical examination awards is uploaded on the university portal and hard copies of the same are sent to the result branch of the affiliating university within the prescribed time. Strict time adherence and absolute perfection is maintained at the college level in uploading of the internal assessment and practical awards.

2.6 – Student Performance and Learning Outcomes

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

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					

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2.7 – Student Satisfaction Survey

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

No Data Entered/Not Applicable !!!

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NA		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	Nil	Nil	Nil	Nil
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	Nil	Nil	Nil	Nil	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00		

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

Name of the Department	Number of PhD's Awarded
NA	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
Nil	NA	Nil	Nil
No file uploaded.			

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

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	Nil	Nil	Nil	Nil	Nil	Nil
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	Nil	Nil	3
Presented papers	6	16	Nil	Nil
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
One day Camp on 28 September 2017	NSS Unit 1	2	64
One Day Camp 17 Feb. 2018	NSS Unit 2	1	100
One day Camp 6 Nov. 2017	NSS Unit 1	2	68
One Day Camp 3 No. 2017	NSS Unit 1	1	100
Seven Day Camp 22 Feb. 2018 to 28 Feb. 2018	NSS Unit 1	1	50
Seven day night camp	Red Cross Club	1	54
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	Nil	Nil	Nil
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NA	Nil	Nil	Nil	Nil
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NA	Nil	Nil	Nil
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3.5.2 – Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/industry/research lab with contact details	Duration From	Duration To	Participant
NA	Nil	Nil	Nil	Nil	Nil
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NA	Nil	Nil	Nil
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1.78	1.41

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added

Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Soul	Fully	2.0	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Others (specify)	7581	Nil	115	Nil	7696	Nil
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

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

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	50	2	1	2	0	0	0	500	0
Added	0	0	0	0	0	0	0	0	0
Total	50	2	1	2	0	0	0	500	0

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

0 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical



	facilities		facilities
1.6	1.18	2.19	2.19

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

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. :- The college has many physical facilities including Principal Office, Classrooms, Laboratories (Defense Lab, Psychology Lab, Geography Lab, Computer Lab 2), Edusat Hall, Women Cell/N.S.S. Room, Staff rooms, play Grounds, Water Cooler, Generator Set and Invertors etc. for all round development of the students. Govt. College Baund Kalan follows a systematic procedure for maintaining and utilizing the available physical infrastructure. The Department of Higher Education allocate the various grants for the maintenance of the physical and academic infrastructure. At the time of Admission University and State Government takes charges from the student for all facilities as per norms of governments. At the beginning of the session the college constitute several committees to utilizes various grants as per norms of the Department of Higher Education and University. Furniture and equipments are purchased on regular basis as per the requirements with purchase committee consisting of the Principal, Bursar and faculty members. All the committee members keep a vigilant eye on the quality of maintenance of all articles. Different entities as R.O. (Water), Generator Set Invertors instruments in labs are got serviced regularly by the private vendors. All the details of physical infrastructure are maintained in Stock Registers. At the end of the session college appoint committees of staff members to verify all the articles in the Stock Registers.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Miscellaneous Scholarship	31	98600
Financial Support from Other Sources			
a) National	Merit Scholarship to Under Graduate Girls Students	24	72000
b) International	NIL	Nil	Nil
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
NA	Nil	Nil	Nil
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	NA	Nil	Nil	Nil	Nil
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NA	Nil	Nil	Nil	Nil	Nil
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
Nil	0	Nil	Nil	Nil	Nil
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	0
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
19th Annual Athlete Meet 08-11-2017 to 09-11-2017	Institution	82
Talent Hunt 14-09-2017	institution	62
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5.3 – Student Participation and Activities

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

Year	Name of the	National/	Number of	Number of	Student ID	Name of the
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	award/medal	Internaional	awards for Sports	awards for Cultural	number	student
Nil	NA	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

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

NA

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

NA

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The Principal of the college is the sole authority of decision making. But, all the members of staff also play significant role to participate in the decision making system of the college. There is a College Council and IQAC which are chaired by the Principal where senior members of the staff participate in the proceedings and important decisions in respect of staff, students and the college are taken. There are also different Associations and Cells such as Literary Society, Cultural Society, and Commerce Society and Women Cell, Placement Cell etc. in which teachers are In Charges or Nodal Officers who participate and take decisions during general meetings and conduct various activities. The Heads of Departments take decisions regarding academic innovations and other related activities in consultation with the members of the staff. One of the senior members of staff is appointed as Bursar. He is considered as an important member of decision making body. Under decentralization, the College is implementing the policy of delegating authority and providing operational autonomy to the various functionaries to work towards decentralized governance system. Teachers are given operational autonomy and representation. They are appointed as Conveners/Nodal Officers of various Committees/Cells to conduct various academic, co-curricular, and extra-curricular activities to showcase their abilities. The Annual Duty List is circulated in the beginning of the year for effective implementation of curriculum and improvement in quality culture of the institute. There are various committees in which all the faculty members have their equal participation. In college various committee are constituted by principal as the beginning of the new session. Some of the major committees are there. 1) College Council 2) Internal Quality Assurance Cell 3) Legal Literacy Cell 4) Sports Board 5) Admission Committee 6) NSS 7) NCC Students are also given due consideration and representation for the smooth functioning of the college.

They are appointed to play an active role as coordinators with the in charges of committees to conduct various co-curricular and extracurricular activities, social services etc. An identified team of students is also authorized to represent students' views, difficulties and concerns to be brought to the notice of Principal and teachers in a proper and systematic manner for timely redressal of their grievances. As far as participative management is concerned, the college is committed to promote a culture of participative management by involving the teachers and students in various activities and concerns. Most of the decisions in the college are taken in proper consultation with the faculty members, staff and after due consideration of the students. At strategic Level, the principal and staff members are involved in deciding the rules and regulations pertaining to admission, timetable, workload, discipline, students' grievances, counseling and their training, development and placement services etc. The staff meetings are conducted at regular intervals in which members meet, discuss, share their opinion and plan for the smooth and systematic conduct of various programs

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Research and Development	For encouraging research and knowledge enrichment, Seminars and Extension lectures by the experts are also arranged. College staff members also delivered extension lecture in other college.
Teaching and Learning	We are following the traditional method of teaching such as Chalk and black board method, class notes prepared by teachers, group discussion amongst the students, seminars paper presentations by students related to prescribed curriculum. Required instrument facility is given to the students for their practical classes. Need based survey programs, field works and educational excursions are carried out by the departments Trips Tour Committee of the COLLEGE. Teachers deliver their lectures as per the allotted syllabus. Classes are held according to the schedule under the supervision of college administration. Class tests, Subject assessment, assessment in practical classes, viva-voce, are done regularly for evaluating them. Doubt sessions based on requirement are also conducted. All the departments maintain their detailed record of the classes, assessments, project reports etc.
Examination and Evaluation	College follow the concerned affiliating university examination and

Library, ICT and Physical
Infrastructure / Instrumentation

evaluation norms.

The Institution has adequate infrastructure and physical facilities for teaching - learning. Viz., Classrooms, laboratories, computing equipments etc. College put maximum efforts to make the teaching learning effective and efficient by providing adequate academic infrastructure. College is spread over 12 acres 12 acres of serene Greenland. The exiting infrastructural facilities are utilised both for conducting theory and practical classes. College has 22 rooms. There are 14 classrooms for theory classes. All classrooms are well furnished and well ventilated. Institution has 6 laboratories for practical classes. Laboratories are well equipped for carrying out curriculum-oriented practical classes. College has two ICT enabled computer labs for students. Computer lab has 50 computers and Printers, one Projector Set and speaker. Eduset Hall-The college has one Eduset Hall with the capacity of 160 persons. Library-the college has fully automatic using soul software version 3.0. Library provides Book bank facility where students can borrow the books. Common Room for Girls- college has separate common room for female students. Girls common room includes a Sanitary Vending Machine, Water Cooler, Washroom and Dustbin etc.

Human Resource Management

Ministerial Staff of the college maintains the employee records.

Admission of Students

As per the DGHE Haryana norms for the admission process of the students.

Curriculum Development

Curriculum is planned designed at the affiliating university level and is followed implemented by the college according to the prescribed norms. In the beginning of academic session, various meetings of the different departments are held amongst faculty of the same in which the topics related to the syllabus are distributed to the teachers after consultation.

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

E-governance area	Details
Administration	The E-governance System is functional in the college through the system developed by the Department of Higher Education, Haryana as well as by the

College Administration. The Department of Higher Education, Haryana issues notices and circulars through online portal, in Google sheets and through emails etc. and the College complies with all the instructions through email and other electronic means. In addition to it, the college tries its best to keep in touch with latest electronic tools of administration such as Biometric Attendance System, Wi-Fi facilities, installation of CCTV Cameras in various strategic locations in the campus.

Finance and Accounts

The College collects the entire fee and funds from the students through online system of Higher Education, Haryana and uses the software of e-treasuries, Haryana for billing of salary and utilization of various grants sanctioned for the purpose of maintenance, augmentation of infrastructure and other facilities. The college is also registered as a buyer on Government Electronic Market (GeM) to procure various articles/goods for development purposes. The college conducts regular audit of Annual Books of Accounts. The administrative office keeps all financial records separately as per the events and transactions made. The administrative office maintains the Books of Accounts properly which helps in auditing procedure

Student Admission and Support

The most important key factor of the college is the transparent students admission system. The admission process is made through Online System of Higher Education, Haryana purely on merit basis and college also coordinates in this process by updating the sanctioned intake, course combinations and fee structure of all the programmes. The Scholarships are offered to deserving and needy students to encourage them to take up higher education. This incentive falls in line with the motto of Higher Education Department of the state. The College also entertains the claim of such students and puts them for further process through online system and gets the amount sanctioned. As the amount of scholarship is sanctioned, the same is disbursed through RTGS/NEFT in the respective accounts of the beneficiaries without

any delay. It is also pertinent to mention here that College has extended helping counters, free of cost, for filling utility forms, Admission forms, Examination form as well as Scholarship Forms.

Examination

The College has a separate Examination Department equipped with ITC tools necessary for examination purposes. As per the requirement of University, all the Registration Returns, Continuous Returns of the students and examination forms are filled through the web portal of concerned university. In addition to it, all the internal assessment and practical awards are also uploaded through web portal of the concerned university. During the examinations, admit cards and confidential lists of the students are uploaded by the university on its web portal with college login ID and the examination department downloads, takes the printout of the same and issues Admit Cards to students, and confidential lists to the respective center superintendents.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017	Dr. Sumitra Bairagi	Environment and Sustainable Development	Ravenshaw University Cuttok, Odisha	2700
2017	Smt Naveen Kumari	Environment and Sustainable Development	Pt. Sita Ram Sastri B.Ed Training Bhiwani	500
2017	Smt. Ekta Sharma	Role of Digitalization in Sustainable Development	MDU Rohtak	2000
2017	Sh. Surender Kumar	International Seminar	MDU Rohtak	1800
2017	Dr. Archana Kumari	International Seminar	MDU Rohtak	800
2017	Smt. Anita Sharma	All India Commerce Conference	IIS University Jaipur	2000

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
one week workshop	1	06/11/2017	11/11/2017	8
one week NSS OriENATATION	1	24/07/2017	30/07/2017	8
Refresher coiurse BPS Khanpur kalan	1	24/11/2017	14/12/2017	8
Short term course Jabalpur	1	21/06/2018	26/06/2018	8
Refresher coiurse BPS Khanpur kalan	1	29/01/2018	19/02/2018	8
induction training HIPA Gurugram0	1	07/05/2018	11/05/2018	8
Refresher coiurse BPS Khanpur kalan	1	05/07/2017	25/07/2017	8
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
14	14	9	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. Leaves provided for different purposes to cope up with Social and Personal aspect are Casual Leave, Duty Leave,	1. Leaves provided for different purposes to cope up with Social and Personal aspects are Casual Leave, Duty Leave,	Various Scholarship Schemes are provided by the State and Central Govt.



Child Care Leave,
Maternity/Paternity
Leave, Special Leave for
Blood Donor, Earned
Leave, Earned Leave in
lieu of work done in
holidays/vacations, Extra
ordinary Leave, Study
Leave for Higher
Education etc. 2.
Provident Fund- Two
schemes are prevalent in
this head: • General
Provident Fund for the
employees who joined
service up to 31.12.2005.
• New Pension Scheme for
the employees who joined
service w.e.f 01.01.2006.
3. Annual Increments are
given as per policy. 4.
Financial aid is also
granted as Advance Loan,
HBA, Marriage Loan, and
Car Loan. 5. Career
Advancement Scheme. 6.
Medical Reimbursement
facility is available for
staff under the
guidelines of Haryana
Government 7. Education
allowance is also
provided as per the rules
of Haryana Govt. 8.
Retirement Benefits-
Pension, Family Pension,
Gratuity, Leave
Encashment. 9. GIS (Group
Insurance Scheme) is
available to support in
the unfavorable
circumstances. 10.
Healthy and hygienic work
environment. 11. Library
and Computer Facility.

Child Care Leave,
Maternity/Paternity
Leave, Special Leave for
Blood Donor, Earned
Leave, Extra ordinary
Leave. 2. Provident Fund-
Two schemes are prevalent
in this head: • General
Provident Fund for the
employees who joined
service up to 31.12.2005.
• New Pension Scheme for
the employees who joined
service w.e.f.
01.01.2006. 3. Annual
Increments and
promotional benefits are
given as per policy. 4.
Financial aid is also
granted as Advance Loan,
HBA, Marriage Loan, Car
Loan, Wheat Loan and
Festival Loan for Class
IV employees. 5. Medical
Reimbursement facility is
available for staff under
the guidelines of Haryana
Government 6. Children
Education allowance is
also provided as per the
rules of Haryana Govt. 7.
Retirement Benefits-
Pension, Family Pension,
Gratuity, Leave
Encashment. 8. GIS (Group
Insurance Scheme) to
support in the
unfavorable
circumstances. 9. Healthy
and hygienic work
environment. 10. Yoga and
Meditation Programme for
mental balance. 11.
Workshops to update non-
teaching staff with new
amendments in pension
rules, leave rules, pay
revision rules and
Medical Rules etc. The
college always comes
forward to implement and
provide the welfare
schemes as and when they
are launched by the
government for teaching
and non-teaching staff
from time to time

6.4 – Financial Management and Resource Mobilization

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

NA

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

Name of the non government funding agencies /Individuals	Funds/ Grnats received in Rs.	Purpose
NA	Nil	Nil
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6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	No	Nil
Administrative	No	Nil	No	Nil

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

NA

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

NA

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

NA

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
Nil	NA	Nil	Nil	Nil	Nil
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants
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NA	Nil	Nil	Female	Male
			Nil	Nil

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

Percentage of power requirement of the University met by the renewable energy sources
NA

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	Nil
Scribes for examination	Yes	Nil
Rest Rooms	Yes	Nil
Any other similar facility	Yes	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
NA	Nil	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Workshop by women cell	08/11/2017	14/11/2017	Nil
mehndi, rangoli competition	29/09/2017	29/09/2017	Nil
Jagruk saptah on corruption	30/10/2017	04/11/2017	Nil
Miscellaneous competition by women cell	06/11/2017	06/11/2017	Nil
Road safety	08/11/2017	Nil	Nil

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

NSS unit of the college organized 4 one day camps and 2 seven day night camps. These Camps focuses on the cleanliness of the campus and surroundings it also focuses on the ban on the use of plastic as its use is hazardous for the environment. NSS volunteers participated in the same. First aid and home

nursing is also includes in the seven day night camp.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Title: Campus Greening and Beautification Initiative Objectives: The goal was to create and maintain a green, plastic-free, and clean campus through collective efforts from students and staff. Context: The college recognized the importance of maintaining a clean and green campus environment. Practice: The college has consistently worked towards eco-friendly practices, including prohibiting tree cutting, planting new trees annually, and reusing RO wastewater for lawn irrigation. Evidence of Success: Despite the challenges posed by the pandemic and campus closure since March 2020, students and staff remained committed to environmental sustainability. Challenges Faced: The closure of the campus due to the COVID-19 pandemic hindered efficient maintenance of green areas on the campus.

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

7.3 – Institutional Distinctiveness

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

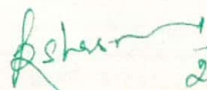
Government College Baund Kalan has its distinctiveness in the field of sports where the students are motivated to participate in sports activities in routine. The physical education department of the college is doing appreciable job. Many students participate in routine in sports activities as per the university games activities calendar. Many students have achieved various positions in the games organised at state and national level.

Provide the weblink of the institution

8. Future Plans of Actions for Next Academic Year

Enrichment of Library book stock and online study material. Enrichment of ICT equipment. To make campus fully Wi-fi enabled. Encouraging teaching faculty for their participation in more research activities and career development programs. Preparation of subject wise teaching and departmental activity plan.

Madhy
22/04/2024


Principal
Govt. College
Baund Kalan (Ch.Dadri)

