



# **SELF STUDY REPORT**

**FOR**

**3<sup>rd</sup> CYCLE OF ACCREDITATION**

## **GANDHI MEMORIAL NATIONAL COLLEGE**

**GANDHI MEMORIAL NATIONAL COLLEGE JAWAHAR LAL NEHRU MARG  
AMBALA CANTT. 133001  
133001  
[www.gmncollegeambala.ac.in](http://www.gmncollegeambala.ac.in)**

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**December 2021**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Through seven eventful decades of its history, Gandhi Memorial National College, Ambala Cantt has celebrated the quest for expanding landscapes of learning, academic striving, critical thinking and civic engagement since its recognition under section 2 (f) and 12(b) of UGC in 1948. Today, this college is recognized as a premier institution of higher learning duly accredited by NAAC in 2004 with grade B+, in 2011 with grade B and in 2018 with grade B. Now the college is all set for reaccreditation after approval of college IQA on 12th of November, 2021.

After partition, a great visionary and philanthropist Shri Jaswant Rai with other eminent associates planted the seed of D.A.V. College, Rawalpindi at Ambala which flourished into Gandhi Memorial National (G.M.N) College in 1948. The college had its modest beginning in a building with thatched roofs and today the college is located in a beautiful 6.5 acres campus.

The college offers a unique combination of programmes and course in Humanities, Science, Commerce, Management and Computer Science where community of inspired faculty and talented students learn and grow. The college has become a byword for academic, sports and extra-curricular achievements.

The college is proud of its galaxy of alumni who have excelled in armed forces, judicial services, civil services, media, films, private and public sectors. Some of the eminent alumni are Padam Shree, Padam Bhushan Prof. Satya Vrat Shastri, Padam Shree Dr. S.K. Shama, Prof. Bhisham Sahani, Prof. S.S. Noor – Vice Chairman Sahitya Academy New Delhi Sh. Ram Kumar Kashyap – Ex. M.P. Rajya Sabha, Sh. Fakir Chand Mullana – Ex. M.P. Rajya Sabha, Sh. Charanjit Shore Wala (Ex-Finance Minister Haryana), Sh. K.L. Sharma – Ex. Minister of Haryana, Prof. K.S. Dhindsa (Eminent Scientist), Sh. Amanpreet Duggal (IAS), Ms. Rekha Shuka (IRS), Sh. S. C. Goel (UGC Member), Sh. G. S. Gujral – Ex. Mayor of London, Sh. Vinod Sehgal – Music Director Bollywood, Dr. K.L. Jauhar – Ex. V.C. K.U.K. & G.J.U. Hisar, Lt. (Gen) K.S. Sethi, Lt. (Gen) Monohar Popli, Maj (Gen) N.J.S. Sidhu, Sh. Vijay Rattan (Mahavir Chakra), Sh. Chintu Gogoi (Kargil Hero).

### **Vision**

To impart qualitative value-based education and to reinvent itself constantly in the context of ever changing

scenario so as to create a more happier and growth oriented society.

### **Mission**

- 1.To pursue and disseminate knowledge with commitment to all the sections of society.
- 2.To create and provide opportunity for the overall development of students that can transform the society too.
- 3.To evolve skilled human resource of higher caliber.
- 4.To revive high ideal of student-teacher relationship so as to inspire the youth to have yearning for acquiring knowledge and professional skills.
- 5.To imbibe the ideals of Gandhian Philosophy amongst the youth in order to instill in their minds high moral values, instinct for social justice, awareness and equality.
- 6.To uplift the mind, body and soul of the new generation of the society.

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

### **Institutional Strength**

- Sprawling, beautiful campus with ample green coverage.
- Locational advantage of being situated near National Highway and Railway Station.
- Qualified teaching staff.
- Well maintained infrastructure.
- Installed a solar power grid.
- Well equipped laboratories and fully digitalized library.
- Activities of the NSS & NCC and performance in cultural and sports.

### **Institutional Weakness**

- Constraints on the construction of buildings due to nearness of army cantonment.
- Online admission system needs to be strengthened.
- Enrolment of student in some of the courses below the sanctioned capacity.
- Low students aptitude towards classroom.

### **Institutional Opportunity**

- Opening of courses relating to national security and national defence.

- Career advancement in sports.
- Opening of more skill oriented courses.
- Promotion of research especially collaborative research.

### **Institutional Challenge**

- Increasing enrolment.
- Improving classroom attendance.
- Diversification of the courses of study including job oriented courses.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

Curriculum Aspects assume greater significance in higher education sector. Our college has always underlined the importance of an innovative mechanism for an effective curriculum delivery aligned with the stated objectives laid down by the college. The mechanism is designed and developed in a manner which encourages participative, collaborative and lifelong learning. A greater sensitivity is generated towards the focal points of curriculum around which curriculum planning and management is done as per the guidelines prescribed by the affiliated university. The lesson plans (unit-wise) for each course by the concerned faculty is prepared and followed for the timely delivery of the syllabi. The programme outcomes, programme specific outcomes and course outcomes are clearly defined thereby as what is expected of them once they pass out and proceed to next level of learning. The pedagogy includes assignments, class tests, class presentations, projects, house exams, group discussions. To provide maximum enrichment and to making learning more effective and interesting, several opportunities are offered to the students to establish community oriented engagements through various clubs and societies which help in instilling crucial life skills and emphatic attitude toward society. College has initiated four job oriented add on UGC approved courses like Electronics Equipment Maintenance, Business Skill Development, Pharmaceutical Chemistry Based on Ayurveda and Soft Skill Management. College is also running various professional programmes like BBA, BCA, PGDCA. One UGC approved vocational subject i.e. B.Com (CAV) is also offered to the students. In addition to it, college also offers two NSQF & UGC approved certificate, Diploma and Advanced Diploma Course in Computational Linguistic Competency and another in Ethics in Management (Indian Tradition). Further the college is based on the framework of outcome based education system, as each course revolves around the well defined learning outcome. The IQAC encourages feedback mechanism and obtain regular feedback on curriculum from all the stakeholders for further improvements if needed.

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

Teaching and learning is indeed the backbone of any educational institution. It is the life force of higher educational institutions which acts as a bridge that links School Vidya with College Vidya. All the stakeholders consistently strive to provide impactful teaching – learning experiences to the students.

The college conducts two day Induction programme for new entrants after the completion of merit based transparent admission process. The Annual Academic Calendar, teaching plans, time table and evaluation process is discussed in the beginning of new session and also made available to students by uploading it on

college website. College conscientiously follows the reservation policy. Most of the students have been benefitted in the last five years through this policy. To strengthen the teaching – learning process, the college provides special guidance to the slow learners especially those who come from rural background. In addition to this, the bridge courses are conducted for both slow and advanced learners to cover up the gap especially for the newly admitted students. Teaching staff of the college adorned with highest qualification in their respective fields use multiple latest pedagogies in the classrooms. The faculty adopts group discussions industrial visits and expert talks. Moreover ICT enabled teaching is provided to student to suit the ever increasing global demands in the educational sector. The college has a mentoring system where each faculty member acts as a mentor for a group of 20-25 students. College has impeccable online/offline Grievance Redressal Mechanism for addressing examination related issues. Academic performance of students is regularly evaluated. Regular feedback is also taken from the stakeholders, a separate menu is also available on the college website by the name (feedback link). Learning outcomes are continuously assessed by the IQAC.

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

A conducive and congenial environment for innovative ideas and research related activity is nurtured in the college where both the students and teaching staff are motivated to get involved in research-based activities. There is a Research Committee in the college for these purposes. Three teachers have been awarded research projects by the Ministry of Human Resource Development Scheme (MHRD) called IMPRESS. Research projects have been successfully completed and submitted. 81 research papers have been published in UGC core listed SCOPUS journals and 174 chapters have been contributed by the by teaching staff in volume/edited books. The College has one trademark registered in its name with application number TMA3342122 Valid upto 16/04/2022 and Cert. number 1527457 dated 13/04/2017 notified in Journal no. 1794, 54 MOUs and linkages with industries, educational institutions and non-voluntary bodies to facilitate social and industry connect to higher educational institutions. The College publishes its own research journal titled 'Gyan Vimarsh' which is a multidisciplinary annual research journal. National and international workshops and seminars are actively organized to promote new ideas, which help advance learning. Extension and guest lecturers are organized to promote critical thinking and reasoning for holistic development of the students. The College provides many platforms to students like Youth Red Cross society, Women Cell, Legal Literacy Cell, Red Ribbon Cell and Eco Club to promote extracurricular activities. Additionally, the NCC (boys and girls) and NSS units provide ample opportunities to students for channelizing their energy and potential in social services. Several awards have been conferred on the students and teaching staff of the college by district, state and university authorities. One Youth Red Cross shield was awarded to college as well as the teaching staff by the Governor of Haryana.

### **Infrastructure and Learning Resources**

Infrastructural facilities play a significant role in the effective and efficient conduct of education. The College building is well maintained and fully furnished with 36 classrooms. Smart classes are held in the College in classrooms equipped with LMS and Wi-Fi facilities. Smart interactive rooms are also installed in the classrooms. The College has Computer lab and a multilingual lab with SPSS and MATLAB. The College maintains a fully automated library with integrated library management software (KOHAILMS-19.05 version) since 2017-18. E-library services are utilized by the students and teaching staff. The College also has a spacious state-of-the-art auditorium for larger events. Besides this, a herbal garden, zoology museum and Gandhian museum are additional resources in the College. The College has vast playgrounds for sports activities. Latest gym equipment in the College gymnasium is fully utilized by the students and teaching/non-teaching staff.

Rainwater harvesting system, solar power grid(30KV), 2 generators and one transformer are some of the additional infrastructural facilities available in college. Further, one medical room provides medical services to students in emergencies. RO drinking water facilities, wash room facilities, separate common rooms for boys and girls are also provided by the College to promote the safety and comfort of the students in the College. The college also has printer and scanner facilities. 41 CCTV Cameras are placed at various locations of the campus. College has 01 DSLR Camera, 01 Video Camera and Audio Mixer.

### **Student Support and Progression**

The prime objective of our institution is the all-round development of the students. Continuous efforts are made to provide the best learning experiences to the students. This enables them to touch greater heights in their future careers. Being a government aided college it is governed by private management, the fees is charged by the College are as per rules & regulations of the Government of Haryana. Students from socially backward classes categories and economic weaker sections are provided financial assistance in the form of free ships and scholarships. Sponsored scholarships are also given to meritorious and fatherless girls students of the college. Constant efforts are made to improve the performance of slow learners by way of extra classes and personal attention. The College provides capacity building enhancement schemes for students' progression- electronic equipment maintenance and computational linguistic competency- to name a few which provide sustainable solutions to the students. A large number of students have been able to qualify various competitive examinations. The College has online grievance redressal mechanism on the CIMS website. The College has set up the Internal Complaint Committee as per applicable law. The committee promptly addresses complaints of student's grievances. The College enjoys glorious achievements in the field of sports and youth festivals. Prolific participation in extracurricular activities has brought laurels to the College. Outstanding performances by Ms. Rabnoor and Ms. Avni need special mention here. Online annual information booklet of the College is also available on college website. Further, student representatives are included in important committee like NAAC committees, library committees, sexual harassment committee and college students' union executive committee. Students' representation in various bodies and their involvement promotes qualities of responsibility and leadership.

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

The governance of the College is a reflection of an effective leadership in tune with the mission of the institution. The management is participative as it involves all the stakeholders in decision making process on key issues like approving annual budget of the college. The advisory committee, comprising senior faculty members and external experts from academia, chaired by the Principal, implements all the decisions of the governing body. The Core Committee, Advisory Committee, Planning Board and Principal of the College work in coordination with management in the interest of institutional goals. Quality based strategic plans are timely implemented in the College under the dynamic leadership of the Principal. Convenors of subject societies are given full authority to work in a hassle-free environment and members of standing committee are entrusted with full authority to meet academic and curricular goals. The Principal in consultation with head clerk assigns administrative related duties to administrative staff which works tirelessly for the convenience of students and for smooth functioning of college. The College conducts internal as well as external audit.

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

Apart from being the frontier of knowledge, the college experience plays a significant role in transforming a shy immature school student into a confident adult. This transformation helps the students in acquiring basic social values and cultural norms. To accomplish these values, the College provides numerous platforms to the students in order for them to imbibe social values such as cooperation and collaboration and leadership traits. The Women Cell of the College conducts gender sensitization programmes to create awareness towards gender bias, gender gaps and asymmetric crime dynamics. The College pays special attention to girls' health and hygiene issues. Their security concerns are also taken care by installing security cameras. Under its outreach programmes, the College has adopted one village called Khudda Kalan (5 kms away from the college) where a number of programmes are conducted pertaining to social and health issues. Health check-ups and blood donations camps are organized for the well-being of the students and teachers. The College also facilitates eco-friendly atmosphere by following green practices and has been awarded a certificate for maintaining neat and clean campus by the Cantonment Board. The students show active participation in the celebration of important national days which promotes the feeling of patriotism and social cohesion. As an integral part of learning and communal harmony, Sarva Dharma Sabha (havan) is performed every year (except during COVID-19 period). It helps in building a strong cultural belief among students and staff. Energy audit and green audit is done and recommendations are implemented in true spirit. The College provides disabled friendly atmosphere by catering to the needs of differently abled students. Keeping in mind that the use of technology is the driving force in today's education system, the College has developed a Community Computer Cell which provides digital knowledge. All the stakeholders are covered under this innovative practice. The College has also established Gandhian Study Centre and museum which it has been working vigorously on the lines on Gandhian values.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	GANDHI MEMORIAL NATIONAL COLLEGE
Address	Gandhi Memorial National College Jawahar Lal Nehru Marg Ambala Cantt. 133001
City	Ambala
State	Haryana
Pin	133001
Website	<a href="http://www.gmncollegeambala.ac.in">www.gmncollegeambala.ac.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Raj Pal Singh	0171-2640321	9896202266	0171-0	gmncollege@gmail.com
IQAC / CIQA coordinator	Rachna Khanna	0171-2980994	9416446830	0171-0	rachnakhanna500@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	01-01-1948

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

State	University name	Document
Haryana	Kurukshetra University	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	01-02-1948	<a href="#">View Document</a>
12B of UGC	01-02-1948	<a href="#">View Document</a>

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

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

**Details of autonomy**

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

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	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	Gandhi Memorial National College Jawahar Lal Nehru Marg Ambala Cantt. 133001	Urban	6.5	18765.33

## 2.2 ACADEMIC INFORMATION

NAAC

<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	BA,Arts	36	Twelfth	English,Hindi,Punjabi,Sanskrit	720	472
UG	BA,Arts	36	Twelfth	English,Hindi	90	50
UG	BA,Arts	36	Twelfth	English,Hindi	90	56
UG	BCom,Commerce	36	Twelfth	English,Hindi	480	281
UG	BCom,Commerce	36	Twelfth	English,Hindi	90	57
UG	BCom,Commerce	36	Twelfth	English,Hindi	60	10
UG	BSc,Science	36	Twelfth	English	90	38
UG	BCA,Science	36	Twelfth	English	120	80
UG	BSc,Science	36	Twelfth	English	350	117
UG	BBA,Management	36	Twelfth	English,Hindi	120	81
PG	MA,Arts	24	Graduation	English	40	24
PG	MA,Arts	24	Graduation	English,Hindi	60	54
PG	MCom,Commerce	24	Graduation	English,Hindi	100	78
PG	MSc,Science	24	Graduation	English	60	24
PG Diploma recognised by statutory authority including university	PGDCA,Science	12	Graduation	English	20	2

**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	1				11				43			
Recruited	1	0	0	1	7	4	0	11	15	24	0	39
Yet to Recruit	0				0				4			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				21			
Recruited	0	0	0	0	0	0	0	0	6	15	0	21
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						34
Recruited	22		5		0	27
Yet to Recruit						7
Sanctioned by the Management/Society or Other Authorized Bodies						3
Recruited	2		1		0	3
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/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	4	3	0	12	18	0	38
M.Phil.	0	0	0	2	1	0	1	4	0	8
PG	0	0	0	1	0	0	2	2	0	5
UG	0	0	0	0	0	0	0	0	0	0

<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/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	3	1	0	0	0	0	4
M.Phil.	0	0	0	1	0	0	1	1	0	3
PG	0	0	0	0	0	0	1	13	0	14
UG	0	0	0	0	0	0	0	0	0	0

<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/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

<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
UG	Male	672	28	0	0	700
	Female	520	22	0	0	542
	Others	0	0	0	0	0
PG	Male	46	2	0	0	48
	Female	130	2	0	0	132
	Others	0	0	0	0	0
PG Diploma recognised by statutory authority including university	Male	0	0	0	0	0
	Female	2	0	0	0	2
	Others	0	0	0	0	0

<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Programme</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	238	232	228	193
	Female	139	147	147	127
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	278	259	245	200
	Female	156	149	141	157
	Others	0	0	0	0
General	Male	802	566	498	415
	Female	505	415	377	365
	Others	0	0	0	0
Others	Male	0	0	2	2
	Female	1	1	1	0
	Others	0	0	0	0
<b>Total</b>		<b>2119</b>	<b>1769</b>	<b>1639</b>	<b>1459</b>

### **Institutional preparedness for NEP**

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>As per the proposal of the college Management, college is moving in the direction of having multidisciplinary/ interdisciplinary approach. College wishes to integrate science with humanities and vice-versa. For example - the college wishes to integrate physics and music, economics with commerce and sports with science &amp; commerce. Multiple exits and multiple entries to maintain the rigor of the learning, the institute is willing to offer a flexible curriculum that would enable multiple entry and exit at the end of first, second and third year of education. In this regard college intends to introduce B.Sc. Artificial Intelligence in three phases- Certificate course for first year, diploma course for second year and degree</p>
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	<p>course for third year. The college proposes to promote multidisciplinary/ interdisciplinary approach by adding women component in different programs of the college in view of NEP2020.</p>
2. Academic bank of credits (ABC):	<p>The regulation of academic bank of credits(ABC) will be implemented in the college with the consent of affiliating university(Kurukshetra University, Kurukshetra). Thereafter the students will be enabled to select the combination of courses suitable to his or her aptitude and quest for knowledge. ABC will be made more friendly and approachable in the interest of the institution in tune with NEP2020.</p>
3. Skill development:	<p>In a bid to make our learners skillful and employable quiet a few number of skill development programs are already running in the college. The college has already started skill development programs in alignment with National Skill Qualification Framework(NSQF). Two courses, one in Computational Linguistics Competency and second in Ethics and Management are being offered in the institution which is common for all the students. In addition to it , college has also enlisted new skill development programs in the college perspective plan (2021-2026). As far as the one good practice of the institution pertaining to skill development in view of NEP2020, the students of physics department are already engaged with Vaisheshika Electron Devices which is being run by our alumnus Dr. Anil Jain. The students are being trained to prepare various electronic manuals.</p>
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	<p>One defining feature of NEP2020 is its focus on promotion of Indian knowledge system. Every year college celebrates Shikshak Parav from 7 to 17 September. The college proposes to organize more sessions on Yoga, meditation. The best practice of the institution pertaining to the appropriate integration of Indian knowledge system in teaching is Multilingual laboratory in the college where teaching of Indian language is imparted to the students. Moreover, every year a group of students is taken to Kurukshetra to visit cultural , historical destinations , for example- Dharohar and Krishna Sanghralaya. In addition to it the students of mass communication department are also engaged in reigniting and promoting the Indian knowledge system.</p>

<p>5. Focus on Outcome based education (OBE):</p>	<p>Keeping in mind the vision and mission of the college, major focus would be on outcome based education. The college also proposes to facilitate student centric teaching and learning in order to achieve stated outcomes. The college proposes and wishes to develop a matrix to capture the performance of the students at the different levels of its learning. Apart from this program outcomes and course outcomes are already discussed in respective classes at the beginning of the session.</p>
<p>6. Distance education/online education:</p>	<p>Distance education facility offers teaching community to become more collaborative and enables them to extend learning beyond classroom. The College has been the regional center of IGNOU , already providing three courses such as BPP, BAG and MPS. The College proposes to increase the number of programs in the coming academic session. For example - Digital Education Online course.</p>

## Extended Profile

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### 1 Program

#### 1.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
603	642	678	688	668
File Description		Document		
Institutional data prescribed format		<a href="#">View Document</a>		

#### 1.2

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

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

### 2 Students

#### 2.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
1424	1459	1639	1769	2119
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**

2020-21	2019-20	2018-19	2017-18	2016-17
361	497	497	523	557

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

2020-21	2019-20	2018-19	2017-18	2016-17
417	411	462	495	628

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

2020-21	2019-20	2018-19	2017-18	2016-17
70	65	70	76	78

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

2020-21	2019-20	2018-19	2017-18	2016-17
71	66	71	77	79

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: 36**

**4.2**

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

2020-21	2019-20	2018-19	2017-18	2016-17
101.81	120.51	137.19	160.96	153.32

**4.3**

**Number of Computers**

**Response: 194**

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 mechanism adopted for effective curriculum delivery by the college is in sync with the vision and mission of the institution for promoting academic, participative and experiential learning. The college Information Brochure containing the description of all the programs and courses is given to new entrants to the college and is also uploaded on the college website. The Timetable Committee draws up a detailed timetable which efficiently deploys the units of time for academic and co-curricular purposes i.e. theory, practical, tutorial, ICT, value education, etc. The academic calendar based on the affiliating University calendar and lesson plans prepared by the faculty of the institution are planned and displayed on the website for the information of students. Class time table is distributed to the students through e - mail / Whatsapp groups. The Strategic Perspective Plans prepared by the Departments and the Clubs and Cells are also aligned with the University Calendar of events. The departments strive for effective curriculum delivery through a combination of time-tested and innovative methods: beginning with an entry-point assessment of the student's aptitude and expectations relating to the course; identification of slow and advanced learners during the Induction Program and then proceeding according to a set of teaching plans. Faculty members take utmost care to complete the syllabus in time. Tutorials/projects, class tests and internal assessments comprise the formal evaluative processes. Students are encouraged to meet faculty beyond classroom hours for doubt-clearing and curricular discussions. Extra hours are devoted to taking remedial classes after completion of internal examinations to bolster students' preparedness before University examinations. The college is also sensitive to the needs of Divyangjan by providing them recorded audio lectures for better preparation for exams. The Mentor-Mentee System is followed to encourage and guide the students more effectively. Use of blended teaching-learning methodology in the pedagogical system of the institution helps the students in learning from a multi-dimensional perspective. The backbone of curriculum delivery is the college e-library loaded with 32385 text books, 4056 reference books, 576 CD/DVD, 21 journals, 7 newspapers and 27 magazines/periodicals. Our library also subscribes to more than 6293 e-journals and more than 195809 e-books. Our library uses KOHA-ILMS software. Students belonging to Commerce and Business Administration, Electronics, Computer Application and Medical Streams undertake field projects/ internships. Interactive, participative and experiential learning are promoted through students' participation in group discussions, quizzes, role play activities, paper presentations, PPT and seminars. Guest lectures by experts, workshops, screening of videos and films, special lectures are arranged to relate syllabi with real life situations and further intensify students' learning experience. Further, through periodic meetings of IQAC and meetings of the Departments with Principal, the progress of the delivery of curriculum is regularly monitored and necessary course corrections are initiated.

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

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

#### Response:

As an affiliated institution of Kurukshetra University, Kurukshetra, Gandhi Memorial National College, Ambala Cantt. follows evaluation norms of the university. The college has adopted an effective strategy for continuous evaluation of students. Marks obtained by students in their qualifying examination and induction program organized by the institution help the teachers anticipate potential learning capabilities and prior knowledge of the students. Based on the response of the students to the topics taught in the class, their performance in class tests and general behavior, slow and advanced learners are identified. Extra attention is paid to slow learners by holding remedial classes. Advanced learners are motivated by providing Additional notes, reference books and materials. The college has a strong Internal Evaluation System which tests and assesses the comprehension of students through class tests, assignments, projects, paper presentation, ppt, group discussions, seminars, quizzes, etc. Besides this, House Exams based on university exam patterns are also conducted for preparing students to improve their performance in the End Semester Exams. This helps in evaluating students' learning levels and accordingly remedial actions are taken through monitoring and counselling mechanisms adopted by the institution. The evaluated answer scripts are shown to the students and their mistakes are pointed out for improving their performance in final examinations. The Grievance Redressal Committee for examination redresses the grievances of the students immediately. Outstanding performers in house exams are given due recognition in departmental functions. The college adheres to the academic calendar of the affiliating university for internal evaluation of students' performance. At the beginning of the semester, the teachers inform the students about the assessment procedure of the college as well as university. Internal Assessment (IA) time-schedule is prepared ten days in advance and the same is notified and circulated to HODs, teachers and students. As a part of the internal evaluation process, students are asked to take one mandatory IA test carrying 5 marks and submit two hand-written assignments carrying 10 marks, during one semester. Apart from assignments, students are also made to give their presentations in seminars on a particular topic decided by the teacher. Internal exams are conducted and evaluated by the concerned teacher. Transparency in Internal Assessment is maintained by displaying the marks on departmental notice boards. The display of marks and attendance is done as per the academic calendar of the college specifying the dates for theory as well as practical examinations. For practical subjects, there is a continuous evaluation based on day-to-day performance of the students for every lab experiment which includes regularity, consistency, results, viva, etc. The laboratory schedule is prepared by the concerned faculty and batch-wise details are specified in the laboratory schedule. Examination and evaluation are monitored and controlled by the Controller of Examination (COE) of the college. Any discrepancy in continuous assessment is resolved by Deans, HODs and the Principal.

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

**1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years**

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

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

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View Document</a>
Link for 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:** 78.57

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

Response: 11

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

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

**Response:** 120

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

2020-21	2019-20	2018-19	2017-18	2016-17
19	27	34	19	21

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>
Any additional information	<a href="#">View Document</a>
Link for Additional information	<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:** 69.91

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

2020-21	2019-20	2018-19	2017-18	2016-17
872	1118	1171	1263	1459

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	<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:**

**Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values,**

## **Environment and Sustainability into the Curriculum**

The hallmark achievement of an organization is to inculcate human values through holistic learning. Integrating the curriculum with courses focused on cultural and moral values evolves the psychologically, emotionally and culturally strengthened individuals for the world of work. The institution promotes courses related to cross-cutting issues like Gender Sensitisation, Environmental sustainability, Human Values and Professional Ethics etc. and places them positively and effectively into the curriculum.

To accomplish this objective,

1. The institution has included different types of courses in the curriculum, some enhance professional competencies while others aim to supplement general competencies like social values, human values, environment sensitivity etc., thereby leading to the overall development of the students.
2. Various programmes and activities related to cross cutting issues are held through various departments and cells to imbibe the morality, sensitivity and awareness in students.

### **Gender Sensitization**

Gender sensitivity and gender sensitization is accomplished through amalgamation of theory and practice. Gender related courses like "Women Entrepreneurship" "Women Development", "Personality Development" etc are introduced. There are many platforms for hands-on experiences related to gender sensitivity which enable students to interface with real life situations such as field work, community outreach, and gender sensitization activities under Women Cell. The Women Cell has been constituted and has been functioning in a formal sense for the welfare of female students. The cell aims to enable female faculty and girl students to explore their imminent potential in all aspects, providing a congenial environment for them. The events such as Quiz, Role-Play and programs on Women Empowerment are conducted. The programmes on "Gender Sensitization and Social Responsibility" are conducted. Various programmes like "Awareness on Sexual Harassment at Work Place", "Laws related to Women", "Cervical Cancer Awareness", "Violence against women-Safeguards-awareness of women laws" are conducted.

### **Ethics and Human Values**

Courses on human values like "Ethics and Human Values", "Business Ethics", "Skill Development", etc. are offered as add-on courses in the institution. Social development activities like working with NGOs, organizing and participation in blood donation camps, health check-up camps, hygiene and health workshops, environment awareness camps, cleanliness drive, workshops on social issues, public health, etc. are undertaken. As an integral part of student engagement in social activities during their program of study, the college also mandates all the students to enroll as NSS/NCC Volunteers. It aims at inculcating values, ethics and socially responsible qualities. Students organize street plays, awareness campaigns, debates etc. Human values activities by students have been conducted since inception.

### **Environment Sensitivity**

Courses like “Environment and sustainability”, “Man and Environment” etc are offered. In order to sensitize students about the environment and sustainability issues, a number of activities such as seminars, workshops, guest lectures, industry visits and field excursions are organized for students of various programs. Environment Day, Earth Day, Water Day is celebrated every year, where students actively participate. Workshops and seminars on various aspects of environment sustainability are organized periodically towards the achievement of institutional goals.

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: 11.45

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

2020-21	2019-20	2018-19	2017-18	2016-17
72	75	77	77	74

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>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<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: 94.45

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

Response: 1345

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:** A. All of the above

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

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

- 1.Feedback collected, analysed and action taken and feedback available on website**
- 2.Feedback collected, analysed and action has been taken**
- 3.Feedback collected and analysed**
- 4.Feedback collected**
- 5. Feedback not collected**

**Response:** D. Feedback collected

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

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

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

**Response:** 62.26

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

2020-21	2019-20	2018-19	2017-18	2016-17
628	616	645	738	912

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

2020-21	2019-20	2018-19	2017-18	2016-17
850	1170	1170	1230	1310

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:** 66.96

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

2020-21	2019-20	2018-19	2017-18	2016-17
276	279	316	372	376

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 process of assessment begins during the the admission process and continues in the formal induction programme. During interaction within the first two weeks, the department / faculty becomes fully aware of the strength and weaknesses of the incoming students.

Key issues (language deficiency/proficiency in the case of students belonging to the Humanities and Social sciences and basic mathematical knowledge for students of the Science departments) are identified at the time of induction.

Various departments have devised their own programmes and processes to identify academically weaker sections among the students on the basis of their performance in the written class test and the viva-voce taken.

In addition to the above, certain strategies/tools are used by the faculties for accessing students learning and performance within the classroom.

Concept Maps are used in the history classes

Flowcharts and algorithms are used for learning programming especially in Computer Applications

Group work is assigned for accessing the level of performance

There is also a structured system of mentoring all the students. There are one-to-one interactions with students. The teachers / mentors interact with the students to access their academic needs.

Remedial classes are provided to the students as per the departmental requirements in which special guidance is provided, simplified course notes are handed out so that the students can understand the fundamental of subjects easily.

Laboratory based departments make special efforts to familiarize their students with various instruments and gadgets, which they come in contact with for the first time. The Department of Physics conducts practical at different levels at the initial stage to help students coming from different academic background.

Departments of literatures focus mainly on the language skills and writing ability of the newly admitted students as they are generally found to be deficient in this area. Video lectures are shown to the students so that they can watch them as many times as they want. The Department of Sanskrit focuses on improving the spoken Sanskrit of its advanced students.

The institution attempts to respond to the learning needs of such advanced learners in various ways:

The institution attempts to respond to the learning needs of advanced learners by arranging several

seminars. Eminent experts from different reputed institutes are invited. Interaction sessions during the seminar provide new vision, better exposure and opportunities to learn.

Remedial classes are held for slow learners. Teacher offers support to slow learners and conduct certain activities/ programmes which are aimed at helping slow learners students such as: providing notes, taking extra classes, providing personal attention to their academic queries

The institution also organizes various skill oriented certificate courses to enhance the knowledge of the students of the advanced learners.

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

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

**Response:** 20.34

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

## 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:**

A focus on student centricity is necessary so that, in due course of time, every student becomes a confident, proficient, self-directed learner, competent to adjust to the challenges of the contemporary world. In our college, teachers involve students directly in the creation of knowledge and teach them to apply knowledge in their own contexts. A student-centred approach is used to allow students to discover knowledge across a wide range of disciplines, use innovative problem-solving skills, and express themselves confidently. Teachers allow the students to be the ones who speak, while teachers listen and welcome the conversation.

Our college makes sure the use of student-centric methodologies such as experiential, Participative learning and problem-solving methodologies in the teaching-learning process.

1. **Experiential Learning:** Experiential learning is a technique for learners to relate what they've been taught to solve real-world challenges. This helps students to improve their understanding, management skills and personality development. Students and faculty organize the activities like

seminars, workshops, educational tours, industrial visits and presentations to enhance students' practical knowledge and develop confidence.

2. Participative Learning: It is a method in which teachers and students together create an innovative and revolutionary learning environment based on the needs of the students and the desired outcome. The methods used by the college for participative learning are Group Discussions, Assignments, Quiz, and projects etc. Various subject societies are also constituted for the promotion of teamwork and communication skills.
3. Problem Solving Methodologies: They are used to improve critical thinking, vision and problem-solving skills among students. This enables the students to acquire knowledge by solving the problem. The students are expected to understand, explore, interpret, examine and find a solution to the problem. It leads to a holistic understanding of the concept. The practical classes are part of their course curriculum.

The college campus is having a Wi-Fi facility to make available e-resources to the students. The college library also has vast collections of e-books so that students can read them at any time.

The college has ICT enabled teaching tools for the students. Many classrooms are equipped with LCD projection systems, screens and green boards. Students are given the last 5-7 minutes of the lecture to revise the contents covered in the lecture by asking some questions to check the understanding of the students. Any doubts raised by students are removed by repeating the topic in a more fundamental way so that students can understand the topic more effortlessly.

All the departments arrange guest lectures and seminars throughout the year on topics of core subjects. The college periodically organizes career-oriented lectures, recent technologies and research areas lectures.

The college has organized many competitions for students so that participative learning can be achieved among the students.

Industry visit is a vital part of education, during which students visit industrial organizations and get insight into their internal working environment. It provides industrial exposure and knowledge which create opportunities for internship and placement.

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 adopts a multi-dimensional approach towards learning by integrating conventional learning with innovative pedagogy. The college has a modern, technologically well-equipped and Wi-Fi enabled campus. The college has ICT enabled classrooms and smart classrooms. The innovative methodologies adopted are equipped with digitalization by making use of **ICT enabled teaching** using a strong **Learning Management System (LMS)** and **e-resources** thereby keeping pace with changing scenario of Indian Education and making teaching-learning more interesting.

ICT is used in a big way to enhance the teaching-learning experience. Computers and internet facilities are available for both faculty and students. These newer methods of teaching and learning have been supplemented with the older methods of teaching for passing on knowledge to students. Teachers use a fine mixture of old methods of chalk and duster and newer ICT enabled tools for teaching in the classroom.

Providing technology-enabled learning spaces is one of the important goals of the college. The college is expanding its ICT aided infrastructure. Faculty members are encouraged to make use of **projectors, software, and other ICT tools**. By using blended mode in teaching, the content delivery becomes more easy, effective and enjoyable. It improves their attainment levels.

The various technologies used by teachers are:

1. **YouTube lectures:** Our College has its own YouTube channel to upload the lectures of different teachers. Many faculty members have their own YouTube channel on which they upload their lectures.
2. **College LMS:** The College website has LMS for the uploading of teachers notes for the preparation of students.
3. **WhatsApp Groups:** WhatsApp groups are created for each and every class in which teachers share their recorded lectures, notes and other study materials.
4. **Google Meet:** Teachers take online lectures by using Google Meet in the current situation due to COVID-19.
5. **Google Classroom:** Teachers create their Google Classroom for every class on which they can share syllabus, notes, and video lectures.
6. **Google Drive:** Teachers are using Google Drive to store their data online and the links for study material to be shared among students.

Use of Information and Communication Technology and e-learning by the students are also encouraged. They are motivated to make assignments, projects and presentations using information technology.

A rich and updated library focuses on learning to augment the teaching-learning process. The college boasts of a well-equipped, fully computerized and up-to-date ICT enabled library which holds a large number of e-books, journals and magazines. The main features of our **e-library** are-

- Our library subscribes to more than 6100 e-journals, a more than a 3.1million e-books including newspapers.
- It uses **KOHA-ILMS** software.
- E-resources under the **INFLIBNET N-List program** are accessible to all the teachers and students.
- Our library has its own webpage
- The library is providing IP based remote access to 17 e-journals from SAGE publications along

with print subscriptions for its bonafide users.

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

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

**Response:** 20:1

#### 2.3.3.1 Number of mentors

**Response:** 70

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:** 98.62

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:** 49.89

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

2020-21	2019-20	2018-19	2017-18	2016-17
42	41	40	38	15

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:** 12.3**2.4.3.1 Total experience of full-time teachers**

Response: 861

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:**

The internal assessment system of the institution is transparent and objective. At the beginning of the session, the students of the college are made aware of the university rules and regulations regarding the internal evaluation.

The schedule for submitting assignments and class tests is conveyed to students at the beginning of the session and also displayed on college notice boards and the website. During classes, teachers keep on briefing the students regarding various steps involved in the process of internal assessment. Performance of the students is judged on the basis of continuous evaluation system as per directions and compliance of

affiliating university, Kurukshetra University, Kurukshetra.

1. 20% of total marks are assigned to an internal assessment carried out on the basis of the performance of the students in each semester.
2. This internal assessment is trifurcated into handwritten assignments, attendance and written class tests.
3. Two handwritten assignments carry 10 % weightage.

1. The 5% marks are assigned to the attendance of that semester and are awarded as per the criteria laid down by the university. Marks for the attendance is given as:

91% onwards	5 marks
81% to 90%	4 marks
75% to 80%	3 marks
70% to 74%	2 marks*
65% to 69%	1 mark*

\*only for the students that are engaged in co-curricular activities of the college/ authenticated medical grounds duly approved by the Principal.

1. The remaining 5% marks are for one written class test in which students are awarded marks as per their performance in the test. The schedule of the internal tests is communicated to the students in the beginning of the semester. The results of these tests are declared within a week of conducting the tests.

The marks obtained by the students in assignments and class tests are shown to them in the classes by their respective teachers and the discussions are held on the shortcomings in their presentations. Later, the consolidated results of assignments and class tests are displayed on the notice boards at various places and also displayed on the departments' notice board for verification by the students. In case any student fails to appear in the class test or submit their assignments at the scheduled time, a special chance is given to them according to the university guidelines to submit their assignments or to take the class test. A separate notice is displayed for this purpose on the notice board and the college website.

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 redressal of examination related grievances is transparent. The schedule of house examination is conveyed to students in advance by displaying at the college notice board. The teachers also inform the student about the examination pattern in class besides they are intimated from time to time about the examination related University notices and circulars through the notice board, the college website, and also through verbal communication by the faculty members of each department.

The result of the internal examination of the students is displayed on the notice board/placed in the respective departments. The corrected answer papers of the students are distributed to them for verification by the students and their queries/grievances are redressed immediately. The marks obtained by the students in internal assessment tests and assignments are displayed on the department notice board. In case of any grievances regarding internal assessment, the students approach the teacher. Following procedure is adopted to redress the grievances.

- The answer sheet of such a student is once again examined by the teacher concerned in the presence of the student. In case, there is a correction in the total of marks as indicated by the students, it is immediately corrected by the faculty.
- Any student who is not satisfied with the assessment and award of marks may approach the Head of the Department/ Controller of Examination/ Principal who will listen to their problems and discuss with the concerned teachers to arrive at some solution. The students who could not submit assignments in time for sufficient cause are given additional chances.
- If a student is not able to appear for house examination due to medical or any genuine reason, the examination is conducted for that student as per norms, provided that he/she submits an application with proper supporting documents.

The grievances during the conduct of online/theory examinations are considered and discussed in consultation with the Principal and ,if necessary, forwarded to the university by the examination section.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for 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:**

Po's, PSO,s& Co's for all the programmes offered by the institutions are obtained from the course contents and the college has devised its own method to define them with the active involvement of the

faculty members to ensure promised deliverables. Taking into consideration the significance of all Po's, PSO, s& Co's the entire work was approved by the college IQAC & academic Council. Bearing in mind the vision and mission of the desired objectives the institution has always deemed the articulation of programmes and course outcomes as both are inseparable part of the academic curriculum.

### **Mechanism of Communication of the Course outcomes**

E-Information booklet is available-displayed on the college website for the students of all the streams.

The copies of the Co's attached with the syllabi are provided to the students in the beginning of the new session during orientation/Inducation Programme.

At the time of commencement of the classes the same information is also shared with the enrolled students by the teachers in their respective classes.

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

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

#### **Response:**

In order to understand as to what extend the institution has succeeded in accomplishing its goal in congruence with its vision and mission, The college has a strong structured mechanism for evaluating the attainment of Pos, PSOs, and Cos as Teaching-learning and Evaluationthey provide a benchmark to measure the extent to which the institute has been successful in achieving the goals of the above stated programs.

The PO's, PSO's and CO's are accessed through Direct and Indirect method

**Direct Method:** - The Co's are attained through university prescribed syllabus Completion of syllabus, internal evaluation by giving specific topic related assignments, setting up of question paper for class test (House Examination) on the University Examination pattern to prepare the students in advance to the university Odd/ Even semester examination pattern. This preparation in advance helps the students in performing better in their final exams. Based on the university exam pattern **20%** weightage is given to internal assessment (**Class Test/ Assignment /Attendance/General Conduct**) whereas external assessment is done by the university carrying **80%** weightage. In addition to this performance of the students is displayed on the departmental notice board and also n the website of the college.

#### **Indirect Method:-**

Assessment involves collection of feedback from the outgoing students in the form of questions that provide inputs on the curriculum. This feedback serves as the genuine opinion of the students.

Besides this college ERP app is also functional which facilitates the students to have access of their attendance in their respective classes and the marks obtained by them in their assignments.

This method of evaluation reflects the attainment of students learning as well as the achievement level with respect to well defined course outcomes. The direct method and indirect method taken together further contributes for the POs and PSOs attainment.

#### Advantages

The suggestions and recommendations in the feedback via questionnaires as received from the students and the results of data analysis are discussed and corrective measures are taken towards the improvement and attainment of Programme Outcomes, Programme Specific Outcomes and Course Outcomes.

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:** 99.66

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

2020-21	2019-20	2018-19	2017-18	2016-17
411	410	474	495	628

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

2020-21	2019-20	2018-19	2017-18	2016-17
417	411	474	495	628

<b>File Description</b>	<b>Document</b>
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>
Paste link for the annual report	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

<b>2.7.1 Online student satisfaction survey regarding teaching learning process</b>	
<b>Response: 3.91</b>	
<b>File Description</b>	<b>Document</b>
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: 5**

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	5	0	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>
Any additional information	<a href="#">View Document</a>

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

**Response: 8.57**

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

**Response: 6**

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

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

**Response: 2.61**

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

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

### 3.1.3.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
23	23	23	23	23

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>
Paste link to funding agency website	<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 has its deep interest in the philosophy of think, innovate, act and contribute. The institute provides a conducive environment for innovation and transfer of knowledge

#### 1. Research and Development:

The college has a Research Development Council which motivate the faculty members to ensure research for their own upliftment and society too. The college management provides financial support to teachers to take up research. The college has Nuclear Physics and Material Science Research Lab . The college Chemistry Lab is used for research purpose by Kurukshetra University, Kurukshetra. The college publishes its own Research Journal ‘GyanVimarsh’ annually with **ISSN No. 2581-6845**. The college has **Entrepreneurship Development Cell** which inculcates the habit of good entrepreneur among students under which there are various activities like:

- a. *Add on Course on “Entrepreneurship Development”.*
- b. *Certificate Course in “Introducing Startup”.*
- c. *Extension Lecture on “Entrepreneurship Development ”.*

**d. Speech Competition on “New Innovative Idea-Sharing for Your own Startup in Future”.**

The College has several MOU’s and Linkages with different agencies like Chitkara University, OSCA, Cupid Software Pvt. Ltd., Anuvaak Technologies Pvt. Ltd., Yari International etc. for enhancement of research among students. The college has published various books in its credit. For PG students participation in seminars, article writing, conferences has been initiated to inculcate research approach among students. The college has three major research projects in its credit funded by ICSSR. Eight faculty members had applied for research projects.

**2. Human Resource Development:**

The college focuses on growth and dissemination of knowledge among faculty members. The college hosts various national conferences/seminars/webinars, FDP’s and workshop where new innovative ideas, Challenges and possibilities are discussed and achieved.

**3. Ecosystem Initiative:**

- Rare variety of lemon plant developed by the college and supplied to other nurseries/departments.
- Herbal Park with rarest varieties of plants in the college is a source of knowledge about the environment and its conservation.
- The entire campus is full of rarest varieties of trees such as Kadamb, Cheer, Sehjan

**4. Innovation Hub:**

The college has given facilities for creation awareness among its students and teachers. One Trademark Registration Application No. TMA3342122 was filed by Dr. Rajendra, Department of Sanskrit which is valid upto 16.04.2022 and the certificate detail of which are as Cert. No – 1527457 dated 13.04.2017 notified in Journal No. 1794. 165 students were given certificate having the sign of Trademark. The college has Retail Lab, Multilingual Lab, Hardware and Maintenance Lab, where the students are trained for their professional development. These labs focuses on impart trust and fulfills the needs of building Entrepreneurial mindset among students. The college has provided a common platform to students where they meet together and discuss new ideas.

**5. Waste Management Club:**

The college has an active Waste Management Club which works on management of all type of waste. The solid waste is collected by Municipal Committee for recycling. An MOU has been signed with Next Generation for collection, storage, transport and recycling of E-Waste. Vermi Compost pits/Organic Pits are used for decomposition.

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:** 0

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

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

File Description	Document
List of workshops/seminars during last 5 years	<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: 0.17

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

Response: 1

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

Response: 6

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: 1.16

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

2020-21	2019-20	2018-19	2017-18	2016-17
18	28	21	10	6

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>
Any additional information	<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:** 2.33

#### 3.3.3.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
11	74	52	16	14

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:**

Serving the neighborhood community is the core responsibility of any educational institute. The College believes in training its students to be morally upright and socially aware individuals who understand and uphold the values of good citizenship. In an attempt to sensitize them to the social issues in the immediate neighborhood and the society at large, they are encouraged to involve themselves in the various activities planned and organized by the different cells like NCC, NSS, Red Cross, Legal Literacy Cell, Women cell, Eco Club and various Departments. The various activities like tree plantation, holding of rallies, awareness campaign, Health caring programs are carried out to serve community at large. Various tree plantation drives in village Ugara, Panjokhra, nearby area of the college connect students to the benefits of trees and foster environmental stewardship. Over the years students have actively engaged themselves in events which include concerns such as drug abuse, road safety and first aid, eye checkup, cancer awareness programs, violence against women, waste management, health and hygiene, cleanliness and sanitation, women's safety. To implement Prime Minister Narendra Modi initiative of Clean India, Green India Swatch Bharat Internship scheme in village KhuddaKalan, Sanitation programs and Swatcha Rallies in

adjacent area of the college and in different localities were organized which develop sense of community, friendship and team spirit and sensitized the students to social concerns. Various health camps in different villages and schools develop the sense of being social and helpful citizen who can contribute a lot to society. The students have involved themselves in environmental initiatives such as ban on plastic items, awareness on misuse of Chlorofluorocarbons, waste management programs, Vrikshabandhan Abhiyan etc. fosters sensitivity and respect for the environment. Different Rallies organized in community on women issues helps students understanding the equality between men and women and the problems faced by them in society. Awareness campaign on road safety, traffic, voter day etc have enabled students to hone their skills in various extracurricular activities. Participation in different activities like Roti Bank, LokShabhaElection, services at SarasMela meets the need of the community wherever required. Drug de-addiction rallies were being taken out by our students to help youth come out of the crippling effects of drug and alcohol abuse and menace. Students active participation in Blood Donation camps make them aware about need of the blood and its utilization. Adult education programs, education to slum area children develop the sense of responsibility as a good citizen. Active services during Covid-19 pandemic by the students develop the sense of selfless service and team work. Various Nukkad Natak played in the community on social issues gained skills in mobilizing the community participation and social harmony. They students are able to understand the needs and problems of the neighborhood community and involve them in problem solving process. All these extension activities organized during the last five years helped us in producing responsible citizens in the form of organized, trained and motivated youth..

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for 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:** 9

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

2020-21	2019-20	2018-19	2017-18	2016-17
5	3	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>
Any additional information	<a href="#">View Document</a>

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

Response: 83

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

2020-21	2019-20	2018-19	2017-18	2016-17
21	23	27	5	7

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: 69

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

2020-21	2019-20	2018-19	2017-18	2016-17
1420	1395	1522	441	675

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:** 34

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

2020-21	2019-20	2018-19	2017-18	2016-17
9	10	10	5	0

File Description	Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	<a href="#">View Document</a>
Any additional information	<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:** 19

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

2020-21	2019-20	2018-19	2017-18	2016-17
6	7	6	0	0

<b>File Description</b>	<b>Document</b>
e-Copies of the MoUs with institution/ industry/corporate houses	<a href="#">View Document</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	<a href="#">View Document</a>

NAAC

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.**

**Response:**

The campus is spread over 9.32 acres of land equipped with all the necessary infrastructure to meet the ever-increasing requirements of the students including 34 classrooms, 2 seminar halls, 19 departmental rooms, staff room, laboratories, sports facilities, gymnasium, auditorium etc. The college has separate space for Bursar, IQAC, NSS, NCC, student council, IGNOU study centre, Child Care Centre, Managing committee office, Guest House, Principal Residence, Houses for support staff, Bank, 15 storerooms, and Vehicle stand etc.

The college accommodates 1424 students studying in UG and PG programmes. A blended mode of teaching is used in the institution i. e., chalk and talk using traditional classrooms and ICT enabled teaching using smart boards and other ICT tools. Each classroom is equipped with appropriate, comfortable furniture; good ventilation and adequate light. 19 ICT enabled classrooms and 2 seminar halls help the students in updating their knowledge and are used for organizing special lectures and meetings.

4 Computer labs help the students match their theoretical advancement with practical. The labs have computers with the latest configuration having i5, i3, core 2 duo, Dual Core for students and teachers use. Laptops have been issued to HODs and various cells in-charges for administrative and research purposes.

For practical orientation, 17 labs including Physics, Chemistry, Electronics, Zoology, Botany, Psychology, Electronics, Retail lab, Computer Hardware maintenance, Mass Communication etc. with software such as SPSS, MATLAB etc., have been established.

The labs are unique with sophisticated instrumentation and computational facilities. The multi-lingual lab helps the students in improving their communication skills.

The air-conditioned administrative office is fully computerized with the latest configuration computers, printers, Xerox machine and on-line U.P.S system.

The college has a Gandhian Museum to imbibe the values of truth and peace among the students. Herbal garden and botanical garden help the students in enhancing their practical knowledge of botany.

The medical room is equipped with all the basic facilities. For girl students, a girls' common room with attached toilets equipped with an incinerator and vending machine, LED TV with satellite dish, indoor games, changing room and a music system is there. There is a separate boy's common room also.

The cafeteria is run on a contractual basis which provides hygienic and nutritious food at a nominal

rate. The college has water coolers and RO water filters for safe drinking water.

The fully automated JRM library with a total area of 300 sq.m having a seating capacity of 200 students caters to the needs of the students. There is a reading hall measuring 120 sq. m and a large covered corridor to enable the students to read inside and outside the library. Photocopier and stationery facilities are provided in the library.

There are two generator sets of 125kVA & 30 kVA capacity. To maintain an eco-friendly atmosphere, a solar power grid of 30 kVA capacity fulfils the electric energy needs of the college.

Electronic Display System is installed outside the administrative block.

Rainwater harvesting mechanisms are used for collecting and using rainwater on the college campus.

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

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

**Response:**

The College is committed to create a balanced atmosphere of academic, cultural and sports activities for the overall personality development of the students.

#### **CULTURAL ACTIVITIES:**

The college has adequate infrastructure for cultural activities. The Cultural Committee organizes Talent Search Competition for new entrants every year. The winners are honoured at the Annual Prize Distribution Function. There are two fully equipped music rooms with the latest musical instruments for preparing the students for cultural events and competitions. Professionals are also hired to train the students for cultural activities. The college sends the teams to participate in various cultural activities such as Zonal and Inter-Zonal Youth Festival, National and International level competitions. Our students win awards in these competitions every year.

#### **SPORTS INFRASTRUCTURE:**

Considering sports as an integral part of any educational institution, the college works in the best way to offer a healthy and conducive environment to all its sportspersons.

#### **INDOOR GAMES:**

The college has a multipurpose auditorium spread over an area of 37.0 X 12.25 sq. m, offering facilities for many indoor games like table tennis, judo and badminton and chess.

#### **SPORTS FACILITIES: INDOOR**

<b>S.NO</b>	<b>NAME OF SPORTS</b>	<b>AREA</b>
1	Badminton	30.25X19.75 sq. m.
2	Chess	Portable Table
3	Yoga	Space available in Auditorium
4	Gymnastics	6.5 X 15.25 sq.m.
5	Table Tennis	Space available in Auditorium

The students, though busy with a well engaging and diverse curriculum, have a life of art, culture and activism during the semesters. Students actively participate in intra and inter-college events throughout the year and bring several laurels to the college.

#### **OUTDOOR GAMES:**

The College caters to the needs of all major outdoor sports events which includes the following:

- The college has two big playgrounds; one at the college campus of 111X89 sq. m. and the other having an area of more than 8 acres is situated in the Shastri Colony near G.T. road barely 2 km away from the college.
- The sports ground is spacious enough to hold a wide range of outdoor games like handball, volleyball, softball, cricket, baseball, kho-kho, kabaddi etc.
- There is an R.C.C floored ground of size 30.25 X 20.75 sq. m for Basketball.
- There is a sports storeroom also.

#### **GYMNASIUM:**

- Sports students of the college make good use of the gymnasium spread over an area of 6.5 X 15.25 sq. m. equipped with modern exercise machines.

Sports ground, Gymnasium and Badminton Hall is also provided for training and practice to students in the evening.

#### **YOGA:**

The College houses a Yoga Centre to revive the ancient tradition and culture to provide a healthy practice along with academics. This leads to an increased performance of the students and the

college also provides certificate and diploma courses in Yoga.

The outcome of the sports and culture is vivid and the college has produced many national stars.

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

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

Response: 52.78

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

Response: 19

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

Response: 15.4

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

2020-21	2019-20	2018-19	2017-18	2016-17
18.03	23.83	21.66	19.19	18.11

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	<a href="#">View Document</a>
Upload audited utilization statements	<a href="#">View Document</a>
Upload any additional information	<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:

Library automation starts with the implementation of Integrated Library Management Software (ILMS) in the library. Jaswant Rai Memorial(JRM)Library is using KOHA ILMS(19.05 version) which is fully automated since the session 2017-18. KOHA is a true enterprise-class ILS with comprehensive functionality including basic and advanced options. KOHA includes modules for acquisitions, circulation, cataloguing, serials management, authorities, flexible reporting, label printing, multi-format notices and offline circulation when Internet access is not available. KOHA works for consortia of all sizes, multi-branch, and single-branch libraries. The KOHA OPAC page is the home page of the College Library which is accessible on [www.gmnclibrary.in](http://www.gmnclibrary.in). The OPAC page, being the gateway to the library collections, shows the kind of knowledge centre that exists in the institution. That, in turn, shows the kind of knowledge available in the institution, show-casing its level in reality. Our Library is maintained by KOHA (ILMS) and implements all the standard features enabled for our users and administrators and this has transformed the use of the library. Some of the features being enjoyed by the college are:

1. OPAC 2. Cataloguing 3. Circulation 4. Serials 5. Acquisition 6. Patron Management 7. Lists & Cart 8. Various Tools 9. Reports.

KOHA OPAC Module provides a fully-functioned Online Public Access Catalog (OPAC). Users can carry out searches starting from ten fields (Keyword, Subject, Title, Class, Barcode, author, publisher, etc.). They can also submit suggestions for acquisition and it automatically informs the OPAC user (by e-mail) of the action taken on each suggestion. The Library OPAC is accessible on [www.gmnclibrary.in](http://www.gmnclibrary.in)

KOHA Cataloguing Module is another essential module of the software meant for cataloguing different reading resources of the library. Koha Circulation module helps in borrowing a book from the library. Circulation rules can be defined very finely by the library: for each member category, item category, and holding branch of the item, the duration of the loan and the maximum number of books loanable can be defined. KOHA Serials Module makes it possible to register subscriptions and to track the arrival of periodicals and manages late issues, skipped issues, and claims with the suppliers. KOHA Acquisition Module helps in simple and full acquisitions so that it is possible to acquire materials and add them directly to the catalogue and further helps in managing budgets and book funds: Budget available, Committed, Spent, Suppliers, Orders, Purchase Suggestions etc. KOHA Patrons Module makes it possible to manage not only individual borrowers but also institutions and create different Patrons lists as per requirements. KOHA Report Module helps in report generation using Graphical Query Builder Tool and MySQL Queries.

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

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

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

**Response:** A. Any 4 or more of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
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:** 3.01

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

2020-21	2019-20	2018-19	2017-18	2016-17
4.15	3.07	5.11	0.86	1.87

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

**4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the latest completed academic year****Response:** 8.37**4.2.4.1 Number of teachers and students using library per day over last one year****Response:** 125

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

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

The college provides a wide range of updated IT services to cater to the needs of the students ensuring effective and outcome-based teaching-learning for faculty and students. Extensive computational and Internet facilities have been provided according to the requirements of the students. In 2019, the traditional classrooms have been replaced by smart boards and ICT enabled classrooms. All the LCD projectors and smart boards are connected with the Internet via Wi-Fi/LAN to enable teachers and students to make maximum use of IT-supported methods.

All the IT facilities are updated at regular intervals and these facilities are also used by the teachers and students for teaching-learning as well as by the college office in day- to- day work like fee collection, admissions, examinations and online scholarships to the students. The computers have been updated with the latest technology from assembled(in 1990) to Pentium(in1998),Celeron(in1999), Dual-core(in 2008), core 2 duo(in 2008),Core i3(in 2012) and Core i5 processors(in 2015).

The latest configuration hardware and software mechanisms are used for printing, photocopying and scanner facilities. Printers have also been updated from Dot Matrix(in 2001), Inkjet(in 2004) to laser(in 2005) and all in one(in 2008). The internet facility has also been replaced from Dial-Up (in 2000) to Broadband 4 G (in 2009) and Jio Fibre Leased lined (in 2019) having a bandwidth of 50+20 MBPS.

All departments have been equipped with desktop computers, laptops, printers, lease line connectivity for their technical needs. The college is also having browsing centres in various departments for using the internet facility.

Biometric attendance machines are also connected since 2012 with internet facilities. There is well equipped Multi-lingual lab that helps in providing the students with a platform to enhance their

language skills, communication skills and to practice soft skills.

The college has its own LMS in the form of ERP for smooth and effective functioning from session 2018-19. It is used for updating digital records of teachers and students in the form of uploading of student's attendance, assignment, details of lectures, updating of teachers' profile for their participation in the seminar, workshops attended, research work and publication records etc. This system helps the college to collect, store and manage data effectively from various departments and units.

Electronic display boards help in sharing important notices and information among the faculty and students since 2013 in place of the traditional notice board. A fully automated 24\*7 Wi-Fi enabled library is supported with KOHA (LMS) software from 2017-18 which is fully automated now. The college has separate enclosures for students and teachers for accessing e-resources.

ICT committee monitors the issues related to LCD projectors, smart boards, computers and other ICT facilities and updates them from time to time as per the requirements.

The website of the college is dynamic since 2015 and the coordinator of the website ensures that it is up to date.

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

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

**Response:** 7:1

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. 250 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:** 76.46

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

2020-21	2019-20	2018-19	2017-18	2016-17
75.89	94.44	109.71	129.63	105.65

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

**4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.**

**Response:**

The college has ample academic, physical and support facilities. The Principal has constituted various committees to take stock of the requirements of various equipment and infrastructure in the college. The following systems and procedures are followed to maintain and utilize various physical, academic and support facilities such as laboratory, library, sports complex, computers, classrooms etc.

##### Laboratory

The college is facilitated with 17 laboratories of different subjects. With the valuable guidance of faculty members, students use these labs as per their timetable. Lab equipment is effectively utilised by them to enhance their practical knowledge. All the lab heads submit their annual estimated laboratory budget to the Principal well before the beginning of the academic session. The laboratory equipment, chemicals and consumables are purchased as per requirement through proper procedure. The inventory of various labs are maintained regularly and equipment is procured in a structured manner. The stock register of each laboratory is maintained regularly and checked periodically.

## Library

The college has a fully automated and electronic JRM library with KOHA Integrated Library Management Software. The library has 14 Core i3 Computers with High-Speed Lease Line Internet for utilizing E-resources. The students and faculty members can access these E-contents by their login IDs and password. There is a separate corner for fresh arrivals, rare books, online access in the library. There is a collection of 173 rare books. Its open-access textbook section has 30500+ volumes of High-Quality Text Books and more than 4100+ volumes of the reference collection. Fully Air-Conditioned Reading Hall fitted with Study Carrels for 100 students provides a comfortable environment for the reading.

Books are purchased according to the recommendations made by faculties as per their departmental requirements. The purchase is made by the library committee based on the terms and conditions of the publishers after the approval of the Principal. Journals/e-journals are subscribed through N-list and other publication houses. Then books are accessed and arranged. Materials can only be taken out after proper issues. Books are returned/renewed by the computerized system in time. Stock verification is done periodically by the verification team appointed by the Principal. Apart from JRM library the college has 9 departmental libraries also.

## Sports Complex

In order to strengthen and enrich the physical fitness of the students, the college has a well-equipped Gymnasium. It has equipment like the massager, Treadmill, Treadmill Electric, Cross Trainers, Home gym, Spin bike, Bikes and many more. Other indoor sports equipment like shuttle badminton, chess, carom, table tennis etc are also available to encourage the students for indoor games. Various athletic equipment including Shotput, Discuss, High jump stand etc. help them in honing and sharpening their sports performance.

Badminton court, Basketball ground and two big playgrounds are used to train the students for various activities and competitions as well as to conduct the Annual Sports Meet. Students make full utilization of all these facilities under the guidance of qualified sports faculty. Coaches are appointed from time to time to train the students in various sports activities. Staff members can also avail these sports facilities. The advisory committee and Sports Council deal with sports matters. Sports equipment are purchased with the recommendation of sports in charge after approval of the Principal.

## Computers

The college has sufficient ICT facilities with the latest configuration under the supervision and guidance of the ICT committee. 4 fully equipped computer labs cater to the needs of the students. The labs are used by the students as per their schedule in the timetable. Lease-lines connections having a bandwidth of 50 MBPS and 20 MBPS internet speed help the students in browsing various e-educational tools for enhancing their academic performance. The students learn to use these resources under the supervision of qualified faculty members.

Computer equipment is purchased as per the requisitions received from various departments. After taking and verifying quotations from vendors wherever required, an order is placed after the recommendation of the ICT committee and the approval of the Principal. Purchase of Antivirus,

updating hardware, the software is done regularly. AMCs have also been taken for regular updation of ERP and website. In case of heavy purchase approval from the Governing Body is sought.

### Classrooms

The college has many chalks and duster classrooms, as well as ICT enabled classrooms to provide a blended model of teaching to the students. Each classroom is equipped with appropriate, comfortable furniture; good ventilation and adequate light. Rooms are used as per the prescribed timetable. Various teaching aids including LCD, Laptops, LMS are used for blended modes of teaching. The faculty members are trained regularly to use smart boards and other IT facilities efficiently. The infrastructure and Maintenance committee of the college takes care of the rooms properly. CCTV cameras have been installed in corridors to keep a vigil and watch on theft and any damaging to the classrooms. During vacations, the work of painting classrooms is accomplished. The cleanliness of the classrooms is maintained by the supporting staff of the college

### Auditorium

The college has one multipurpose state-of-the-art auditorium. It is used for organizing various academic, sports, cultural and other events. The in charge of the particular event takes care of all the arrangements. Electrician and sound system admin take care of its maintenance. It is painted and updated regularly. The college provides its campus free of cost to Government Agencies but charges some amount from the private agencies. The government, as well as private agencies, approach the Principal for using college premises for their activities on specified dates and times. The Principal allows after discussion with the members of the Governing Body

### Support Facilities

The campus has well-maintained areas visible through lush green lawns with beautiful trees and colourful plants which are taken care of by the efficient gardeners. Well managed and fully equipped Common Room facility for boys and girls separately help them to engage themselves in various activities during free periods. The college has a facility of Medical Room which can be availed both by teachers, students, and supporting staff.

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

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

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

Response: 38.25

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

2020-21	2019-20	2018-19	2017-18	2016-17
692	744	537	572	563

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

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

Response: 8.58

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

2020-21	2019-20	2018-19	2017-18	2016-17
69	107	286	87	177

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

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

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

**Response:** A. All 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:** 17.4

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

2020-21	2019-20	2018-19	2017-18	2016-17
272	311	343	287	200

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

### 5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances

**including sexual harassment and ragging cases**

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

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

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

**Response:** 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

File Description	Document
Details of student placement during the last five years (Data Template)	<a href="#">View Document</a>

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

**Response:** 79.62

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

**Response:** 332

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education (Data Template)	<a href="#">View Document</a>

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

**Response:** 100

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

2020-21	2019-20	2018-19	2017-18	2016-17
10	5	11	3	4

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

2020-21	2019-20	2018-19	2017-18	2016-17
10	5	11	3	4

File Description	Document
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:** 74

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

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

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 Students Union Executive Committee takes keen interest in student activities on the campus. It facilitates students to engage themselves effectively in co-curricular and extracurricular activities. There was ban on student council election by State Government till September 2018. The ban was lifted from the academic session (2018-19). The college conducted elections of College Student Union in accordance with the provisions contained in the Rules of Election given by the University and State Government. Its main objective was to to ensure maintenance of proper academic atmosphere, orderliness on the campus and to assist in organizing various cultural and sports functions. This empowers the students in sharpening their leadership skills along with inducing feelings of responsibilities, rules, regulations and execution skills. The student representatives express their views and raise opinions in a democratic spirit.

At present, the nominated panel of office bearers for the session 2020-21 includes Ms. Divyadeep, M.A. II (English), as its President, Ms. Avni Chaudhary, B.A. III (Eng. Hons.), as Vice-President, Ms. Rabnoor, B.A.II, as General Secretary and Mr.Kunal Saini, B.Sc. II (Non-Med), as its Finance Secretary. There is a separate office for the student council in which they organize their meetings and discuss various issues.

Apart from the Students' Union, the activities of different clubs and cells like Cultural, NSS, NCC, Sports Committee, Discipline committee, Anti-Ragging Committee, Youth Red Cross, Women cell and Red ribbon society are also coordinated by the students along with the faculty coordinators. The students have an active role of participation in its various academics and administrative bodies of the college such as IQAC, ICC, Editorial Board, Canteen committee, Library Committee etc. The student members participate in their respective committee meetings, and make suggestions to

formulate strategies. Orientation programmes are organized with the help of student representatives to educate students on 'Anti-Ragging Act'. All the departments of college have their subject societies, which have office bearers from students of the same subjects. The student executive committee coordinates activities of clubs and forums like invited talks, debates, competitions, exhibitions to promote social and cultural life of the students and to train them in the duties and rights of citizenship.

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: 27.4

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

2020-21	2019-20	2018-19	2017-18	2016-17
15	24	44	27	27

File Description	Document
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 community remains the lifeblood of any educational institution. It binds together the past, present, and future of an institution. The college ever trains its students to achieve the main objective "Come to learn, go to serve". On the recommendation of the NAAC peer team, the college has a registered Alumni Association named GMN College Alumni Association which is registered with the Department Of Industries and Commerce, Haryana under section 9 (1) of the Haryana Registration of Societies act (2012),

bearing registration No 01191 dated 6th March 2019 with five office bearers and four executive members. The main aims and objectives of the society are to foster unity among old students, preach love, peace and the holistic development of GMN College, Ambala Cantt.

The office-bearers of the association for the academic session 2018-19 include Col Sat Parkash Marwah as its president, Ms Anjali Wahdawan as vice president, Sh. Surender Jit Singh as General Secretary, Sh. Kewal Krishan Jain as Joint Secretary, Sh. Navneet Mittal as its Treasurer. The executive members are Sh. Anil Jain, Sh. Harpal Singh, Sh. Gurmit Singh, and Sh. Ravinder Singh. The association was formed to strengthen the ties with the alumni who belong to the domain of academia, bureaucracy, sports, politics, and professionals and extend their support to the various ventures of the college. All the office bearers interact with alumni and share their support for various activities of the college. **It helps to develop students morally, academically and mentally. It contributes positively to surrounding society.** This initiative and practice have developed special bonding between alumni and our current students. Annual reunions since its inception for its members has provided a platform for interaction, socializing, provide great opportunities to reinvigorate constituents and share with them what this institution has been doing with their generous donations.

The Alumni network has real-life benefits for current students. Alumni play an important role by donating books and contributing through scholarships to bright minds in dire need of these facilities. Alumni donate their valuable time to offer career support to current students which enhances the student experience giving them a competitive edge. Alumni play an active role by mentoring students in their areas of expertise. They also provide a platform for the students to hone their skills. The future strategy is to form East/West/North/ South chapters of our Alumni Association. The North Chapter has been established.

List Of our alumni members whom we are proud of includes: Late Prof. (Dr.) Satya Vrat Shastri - International Scholar of Indology, Sanskrit and has been awarded Padma Shree, Padam Bhushan, Gian Peeth Award and President's Certificate, Mr Roy – Padam Bhushan, Dr. S.K.Sama–Padam Shree and Honorary Physician to President of India, Delhi.Late Sh. Prof. BhishamSahani, writer of International Repute, Prof. Swadesh Deepak playwright of International Repute and Sahitya Academy awardee, Sh. Vinod Sehgal – Music Director Bollywood, Bombay.ChintuGogoi – Kargil Hero sacrificed his life to protect the name of the country in Kargil War .

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

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

**Response:** A. ? 5 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 institution has cherished the motto “Be the First Be with the First”. The College has well defined Vision & Mission, well displayed on the College Website and in the College Campus so that it is conveyed to various stakeholders. There is a sound provision to impart the quality education such as Academic programmes, career oriented courses and skill development programmes are being run by the Institution. This exercise helps the students to become potential and aware. Moreover, the interdisciplinary activities within the institution and outside the institution in collaboration with other organisation enhance the inner qualities as well. The students become more sensitive, sincere and responsible to deal with serious issues such as gender sensitization, pollution prevention and other ethical values. We are first in the establishment of environment protection through Composite creation, Rain Harvesting, Solar System and Herbal Park. We are the first to start practical application of Indian systems and tradition.

**Nature of Governance and Leadership:**

The institution has a very transparent governing system under the effective leadership of the Governing Body and the Principal. The leadership is committed to fulfill the vision and mission statement of the institution. The leadership, consisting of the Management and the Principal, prepares the plan of action in consultation with the Planning Board and IQAC. In view of execution of the prospective plan of the institution, the Governing Body of the college gives necessary direction to the activities of the institution and mobilizes financial resources. Also the views and suggestions of student representatives in various committees are taken into consideration while planning various activities. The Principal plays a key role in governance and interacts with the stakeholders through orientation programs, staff meetings, alumni meets, meetings of Governing Body, parents' meet and informal interaction with various stakeholders as well through communication with Govt. Authorities. The constructive suggestions are considered during implementation.

**Plan of Action:**

various procedures are being followed to make the Vision and Mission more effective. A) Academic planning is being done at two levels:-

#### 1. Short Term

**Academic Calendar -** An academic calendar is prepared for quality academic atmosphere. The IQAC Coordinator monitors the implementation of Academic plan of action e.g. completion of Curricular, Co-curricular and extracurricular activities.

#### 2. Long Term

**Perspective Plan - As per the parameters and recommendations of NAAC, the perspective/ strategic plan is prepared. New courses are being launched. The upgradation and addition of infrastructure takes place as and when needed. Improvement in Academic, Library and sports facilities is also an important part of perspective plan.**

### **B) Administrative Planning**

**1. Short Term - Implementation of Academic Calendar. All the HODs, Conveners and other members do their best to make the plan effective.**

**2. Long Term - Different methods to introduce, review, monitor and evaluate new courses, infrastructure and other facilities such as sports, library etc. are adopted. Effective implementation of the plan is very successful due to the constructive role of all the members of various administrative committees.**

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

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

#### **Response:**

**Decentralization has a very significant impact on policy, planning and management of higher education in which the Governing body, the Principal, IQAC members, Teaching staff, Nonteaching staff, Student representatives, Alumni and other stakeholders are jointly empowered to propose, design, formulate and execute their academic initiatives within the framework of NAAC guidelines/DGHE/KUK regulations for good governance and quality education. The Principal is empowered by the Management to take all major decisions who shares adequate chunk of power with the staff members in decision making. The college has constituted various committees like IQAC, Purchase, Sports etc. Regular meetings of various committees are held with the Principal to discuss curricular and co-curricular planners, infrastructure improvement, purchase of books etc. After discussion with the Management, the plans and policies are finalized and then implemented. In this way the college promotes a culture of decentralization and participative management.**

#### **Case Study : Budget Preparation, Submission and Approval**

**Before the commencement of the financial year, the budget planning and preparation is done by discussing with HODs and in- charges of Various Cells such as Red Cross etc. of future requirements for quality enhancement. The Librarian is also consulted for the purchase of Library Books for the forthcoming session. The Principal finalizes the various heads of the budget and consults with Bursar, Deputy Supdt., Accounts Clerk to prepare estimated budget. Budget layout plan is prepared by committee composed of the Treasurer of the Governing Body, Principal , Bursar and Accounts**

clerk. The expected income and expenditure of the year is assessed and an estimated budget is prepared. The meeting of the Governing Body is convened by the Principal (Ex- Officio Member Secretary), and a copy of the estimated budget is sent to all the members along with the notice of the meeting through email. The following members participate in the meeting:

Office Bearers of Governing Body, Executive members , Representative of the DGHE, Haryana, Representative of the KUK, Two representatives of teaching faculty, One representative of non-teaching.

After discussion, the budget is approved. In case any change is suggested, budget is approved subject to the condition that the suggestions for change as passed in the meeting will be incorporated in the budget. In such case, a revised copy of the budget is sent to the President for his consent. The Principal has to ensure that all the expenditure in the financial year including capital expenditure is made in accordance with the approved budget. However, if more expenditure has to be incurred on a particular item or head of expenditure than the budgeted amount, approval has to be taken from the President/ General Secretary of the Governing Body. Capital expenditure out of Amalgamated Fund needs prior approval of the Vice-chancellor/ Office bearers of the Management. All expenses after the financial year are audited by University/ Government agencies. Apart from this, internal and statutory audits are also conducted every year. That way effective leadership role of the Principal and other officials involved in the management is highlighted and made explicit.

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:

After the previous accreditation by NAAC in the academic year 2017-18, the next perspective plan for the period of 05 years (from the academic year 2017 to 2022) had been prepared by the IQAC by taking into consideration the recommendations made by the NAAC Peer Team and the institute's vision, mission, core values and SWOC. The perspective plan of the institute focuses upon the matters like infrastructure and physical facilities, sports and cultural facilities, introduction of new courses, IT infrastructure, promotion of research, e-governance development, organization of national and international seminars and conferences, registration of Alumni Association, ISO certification and AAA audit, enhancement in extension, gender-equity and environment oriented and green campus activities, healthy practices, etc. The plan indicates the road map and timeline for the events to implement. Strategy deployed during the COVID-19 Pandemic for efficient and effective academic and administrative performance:

In order to fight with the ongoing threat of spreading COVID-19 infection among the teacher

fraternity and students, the Department of Higher Education (DHE), Haryana has decided that the college will remain closed for the students and the teachers.

In this direction college authorities made availability of online education material for their students through an official web portal. The college ERP has its own Learning Management System (LMS), which the students can access using their Login ID and Password. Our institution also has its own YouTube channel. In this lockdown period teachers provided YouTube lectures on different topics of their respective subjects as per the lesson plans to their students.

The work from home period was productively used by the teachers through:

1. Sharing study material, assignments, projects, notes and series of e-content (lectures) to the students as per curriculum through LMS of the college, YouTube, Google drive, Google classes and WhatsApp groups which were created class-wise by different departments of college.

2. The Jaswant Rai Memorial Library of the college can be accessed from the GMN College Website ([gmncollegeambala.ac.in](http://gmncollegeambala.ac.in)) or through its own webpage ([jrmlibrarygm.wordpress.com](http://jrmlibrarygm.wordpress.com)) also. The Library section on the college website is centrally designed to provide access to a different type of contents such as KOHA ILMS Library Web-OPAC (Accessible 24\*7 via Library menu on College website or directly from [gmncollegeambala.ac.in](http://gmncollegeambala.ac.in)), subscribed E-resources [N-LIST Consortium & Pearson E-Books (Remote Access), Sage E-Books, Sage Journals (Campus-wide IP based access)] by the Library, open access e-resources, INFLIBNET Content (e-PGPathshala, ShodhGanga, ShodhGangotri, VidyaMirta), e-Gyankosh, National Digital Library of India (NDL), World Digital Library, UNESCO Digital Library, SWAYAM, NEPTel, edX, Coursera, Open Access e-Journals, e-Books, DOAJ, DOAB, DOAR, Hindi and Sanskrit e-resources, e-newspaper, etc. Students and teachers can access all these e-resources in a single place under the library menu on the college website and they don't need to search for the e-resources separately. All the educational online resources enabled the students to enhance their learning skills.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
strategic Plan and deployment documents on the website	<a href="#">View Document</a>
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, service rules and procedures, etc.**

**Response:**

The Governing body of the College develops mechanisms, forms and regulates the policies for an effective functioning of the College so that strategies for desired outcomes are designed and executed with the active cooperation of all stakeholders.

The Principal being the Ex-Officio Member Secretary of the Governing body executes the policies and programs through various committees. The Principal presents the recommendations of IQAC in the meetings of the Governing body for information and approval. The Planning Board, chaired by the Principal, has the responsibility of reviewing the academic outcomes and to make plans for expansion in existing courses and also introduction of new courses as per market requirements and feedback from various sources. The Annual Calendar of the college is approved by the IQAC.

The Principal regulates and directs the administrative staff comprising the Deputy Supdt., fee clerk and other clerks for carrying out the regular administrative activities of the college. The Principal in consultation with Deputy Supdt. distributes the work among the administrative staff for smooth functioning of the college and time-bound completion of the work for the convenience of the students. He also keeps record of service security rules, procedures, recruitments, promotional policies etc. along with the service books and personal files. The administrative office communicates all the service rules and changes to the staff from time to time. The administrative staff assists various committees formed to carry out various tasks efficiently. The administrative office retrieves, stores and prepares detailed reports of all the data concerning the fees, attendance, scholarships and all the details concerning the staff members and students. They are also responsible for uploading and updating the college data on the student's portal.

Grievance Redressal Mechanism System is there to deal with the admission, internal assessment, examination, academic affairs- related grievances. The internal complaints and students grievances redressal committee under the system deals with the complaints/grievances of the staff and the students. To make the campus safe and secure, there is a strong Proctorial system in the college.

**Service Rules, Procedures, Recruitment and Promotional Policies:** The institute follows the directions of the DGHE, Haryana, rules and regulations of the UGC, and statutes of Kurukshetra University, Kurukshetra for service rules, procedures, recruitments and promotions. Institution follows the Performance appraisal system of the UGC for the promotion of the teachers. Following the promotion policies of DGHE, Haryana and reviewing the Confidential Reports signed by the principal, the non-teaching staff is promoted to the higher positions by the Governing Body. The government aided posts are filled as per laid down procedure and selection criteria provided by DHE Haryana and KUK.

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

<b>File Description</b>	<b>Document</b>
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>
Any additional information	<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 college provides a cordial environment to its workforce. Apart from the government schemes, there are a number of welfare measures taken by the Institution for the benefit of teaching and nonteaching staff viz:

**Teaching: -**

- **On campus free medical facilities are ensured through the availability of an exclusive medical room.**
- **ATM and Indian Overseas Bank situated in the campus provide an easy access for financial transactions**
- **Refundable / Non-refundable Loan facilities for the staff out of provident funds are available.**
- **GYM facility.**
- **Health coverage under GIS (Group Insurance Scheme) for the staff**
- **Health check- up camps by specialized doctors.**
- **Facility of Duty Leave, Reimbursement of Registration fee, TA/DA for research work and to attend seminars/workshops/FDPs etc.**
- **Internet facilities.**
- **Decentralisation of powers among the staff members.**
- **ICT gadgets are made available to the faculty**

- **Felicitation at the convocation/Annual Prize Distribution Ceremony.**
- **Felicitation of staff members on retirement day.**
- **Recognition of the personal achievements of the staff through “Gandhi Path” College magazine.**
- **Free education to the Wards.**

#### **NON-TEACHING: -**

- **Facility of wheat loan.**
- **Free uniforms are provided for the summer and winter season.**
- **ESI (EMPLOYEES’ STATE INSURANCE) /EPF (EMPLOYEES’ PROVIDENT FUND) for daily wagers are provided.**
- **Free education to the Wards.**
- **Gym facility.**
- **Health coverage under GIS (Group Insurance Scheme).**
- **Regular health checkup camp by specialist doctors is organized by the college for non-teaching staff.**
- **Medical facilities with exclusive medical rooms in the college.**
- **Internet facility.**
- **Residential facilities are also provided to some support staff.**
- **Skill oriented training Programs .**

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Paste link for 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:** 50.17**6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
67	48	46	5	7

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:** 10**6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
22	10	17	1	0

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Reports of Academic Staff College or similar centers	<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:** 21.1**6.3.4.1 Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
20	19	27	4	3

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
IQAC report summary	<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:**

The performance appraisal system in any organization is an essential apparatus that helps to provide important and useful information for the assessment of employees 'skill, knowledge, ability and overall job performance. It also helps the management to diagnose training and development needs of the employees and decide the future course of action for the organization itself. Information on multiple activities of the teaching staff is adequately maintained. Faculty members are required to maintain a yearly self-assessment report incorporating details of teaching, remedial measures for slow learners, examination, evaluation, research, administrative work, extension activities, academic results which are subjected to verification by the Principal. The student feedback is another indicator of teaching styles and efficiency of the teacher. The teaching staff is required to submit a duly filled in Self-Performance in Appraisal form of Academic Performance Indicators (API), spread over three categories for promotion under CAS scheme of the UGC, and submits it to the IQAC to initiate the process of promotion. Category-I is concerned with academic achievements of the faculty members as well as duties performed in examination as superintendent, supervisor, flying squad, paper setter etc. Category-II is concerned with active participation of the employee with teaching and learning centric activities. It also includes participation of the employee in various committees of the college as well as of University. Category-III is concerned with research output of the employee at International /National and State level as well as training undertaken by the employee for professional development. It also encourages the faculty members for minor and major projects to receive it from UGC as well as from other Centre and State Research funding agencies. After thorough assessment of the records on the prescribed criteria like academics, administration, skill development and enhancement of professional life, the IQAC recommends the promotion cases to the Governing Body of the College, which further recommends the cases to the screening committee, constituted by the University to assess and verify the API scores submitted by the college.

The screening committee recommends the cases for promotion after finding it fit for promotion. The case is forwarded to the Director General Higher Education, Haryana for final approval. The Non-Teaching Staff members are assessed through the Annual Confidential Report (ACR). The Principal is the competent authority to determine the grade of the employee on the basis of duties performed, timely completion of work and capacity to work in a team, integrity of the employee and relation with the chair etc.

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

## 6.4 Financial Management and Resource Mobilization

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

**Response:**

Institution conducts internal and external financial audits regularly. The college has the provision of internal and external financial audits.

The institution has three main funds namely, Amalgamated fund, Management Fund and self-finance fund generated by the college. Internally, the Chartered Accountant audits all the financial bills and receipts of the college. At the external level, there are provisions of audits by the different bodies. The state government audits the Management fund. The audit cell of the Office of the DHE visits the college and checks all the financial transactions, receipts and bills. The Kurukshetra university, Kurukshetra, audits the Amalgamated fund of the institution. The officials of the audit branch of the University visit the institution and audit all the financial transactions related to the Amalgamated fund. Internal financial audit is carried out by an Internal Auditor appointed by the Governing Body with the objective to suggest improvement or strengthen the overall governance mechanism of the education society. The purpose of internal audit is not only to examine books of accounts but also to review the present working and make valuable suggestions to improve it. The main objective of internal audit is to assure the management that the accounts are being properly maintained and the system provides adequate safeguards for detection and prevention of errors and frauds. The funds generated by self-finance means are audited by the internal auditor appointed by the college. The corrective measures are taken on the basis of audit objections and queries. Also compliance for all recommendations is made in time. The college settles all the audit objections through the discussion in the Governing Body meetings.

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:** 24.62

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

2020-21	2019-20	2018-19	2017-18	2016-17
1.35900	2.66000	5.29381	3.64265	11.66000

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>

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

**Response:**

**Our institution being a non-profit organization has a proper mechanism for mobilizing funds. As a government - aided institution, the college has the provision for obtaining various planned funds from the Government/ non-government agencies and individuals in order to meet the academic and developmental needs. In the beginning of each financial year, management invites detailed proposals for financial assistance and the Principal makes the strategy by calling meetings of the staff where all coordinators of different cells are instructed to submit their budget. Based on the proposals, funds are allocated to the college under various heads which include augmentation of infrastructure facilities like laboratories, library, furniture, equipment and maintenance of classrooms etc.**

**The College is receiving Government aid for smooth functioning from the DGHE, Haryana. as salary grants for teaching and nonteaching staff of the aided section and for organizing the seminars/conferences.**

**The financial scholarships for students received under various social schemes of the government are directly credited into the bank account of the students**

**For grant-in aid courses, the admission fees from the enrolled students as per the University norms are collected by DHE and later on transferred to the college account.. Development and utility fees contribution from students remains a basic source of funding to the institution.**

**The Management provides funds to the college as and when it needs to meet the expenses against infrastructure and maintenance.**

**The research grants for 3 Major Research projects have been granted by ICSSR under IMPRESS SCHEME to the Sanskrit ,Psychology, Political Science Department.**

All decisions related to financial matters of the college are directly handled by the Principal in consultation with the College Governing Body. Finance committee and the Management; review the use of resources, make recommendations for better handling of resources and effective mobilization of available funds. Institutional budget is prepared by the Principal every year taking into consideration recurring and nonrecurring expenditures. After final approval of the budget, the purchasing process is initiated by the purchase committee; accordingly the quotations are called and after the negotiations the order is placed with the lowest bidder. The payments are released after delivery of respective goods and services. It is done as per the terms and conditions mentioned in the purchase order. All transactions have transparency through bills and vouchers duly signed by the concerned committee. The account clerk of the college maintains all the financial records in accounting software. All the vouchers, bills and grants received from other funding agencies are duly audited by the Chartered Accountant. The Audit of salary grant is conducted by an audit cell in the office of DHE, Haryana.

To ensure accountability, the college office prepares the balance sheet clearly indicating the amount spent under different heads. The balance sheet is signed by the Bursar, Principal and the chartered Accountant and placed before the Governing body for their approval.

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:**

**IQAC had planned and executed a number of quality assurance strategies and processes such as conduct of regular meetings, collection and analysis of feedback based on curriculum and teaching learning process from various stakeholders, followed by action taken. Promotion of research, timely submission of AQAR, conduct of AAA, environment, energy, water and green audit, infrastructure development, introduction of certificate courses, etc. are also given top priority. As a result of it there has been incremental growth in the qualitative initiatives.**

**Two practices institutionalized successfully are as following:**

**Techno-Pedagogy: Strengthening IT structure for administration and teaching-learning, IQAC has taken upon the task of equipping the teachers with modern IT skills. For this purpose, the IT infrastructure of the college has been enhanced with more ICT enabled smart classrooms. Training was imparted to faculty members on the use of the newly installed ICT devices including Smart Boards. The Airtel broadband internet connection is replaced by Reliance Jio with 70 MBPS and Wi-Fi facility. The number of computers, LCD projectors has been increased for teaching-learning. Browsing Centres have been set up with LAN. Seminar halls and many classrooms have been provided with LCD projectors and LAN. An INFLIBNET N-LIST facility has been provided in the**

library. Most of the teachers use ICT in the teaching learning process through ERP LMS of the college and by using other tools. Teachers update the details of the same on MIS Portal of DHE too. Also Prepared e-content for teaching. With the help of the faculty members in the college, special technical classes are conducted on the effective use of online facilities like LMS of the college, Google Sheets, Google Documents, Google File and Google classrooms. Training on the Office/ Document management system was offered to administrative staff of the college. The preparation and submission of internal evaluation marks to the affiliating university were completely shifted to online mode. During Pandemic, even the external evaluation marks were submitted through online mode.

**2. Promotion of Research and Innovation:** IQAC has taken necessary steps to promote research culture among staff and students. Research committee is constituted for the promotion of research activities. As a result of the continued focus, the number and quality of research activities in the institution has gone up significantly. During the last five years the institution organized 45 seminars/workshops. 03 major research projects funded by ICSSR have been successfully completed. 79 research papers have been published in UGC approved National and International Journals. Number of books/chapters in edited books and research papers published in conference proceedings has gone up to 168. One of the teachers, Dr. Saroj Bala visited foreign country to present a research paper and was invited as Keynote speaker in a Conference. 04 teachers have completed Ph.D. 05 teachers have registered for Ph.D.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for 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 reviewed its teaching learning process as per the recommendations by the Pear team in the third cycle of accreditation based on SWOC analysis. Teaching learning reforms were initiated in consultation with the Internal Board of Studies, HODs and incharges of various cells. The said recommendations were forwarded to the Principal for final approval by the Management. Accordingly steps have been taken to enhance the metrics of excellence in higher education in tune with the recommendations.

**Value added courses:**

Various departments in the college were asked to initiate new courses. At present the college offers 19 courses. In the last five years 120 Value Added courses were introduced in departments.

**Computerization and digitization of library:**

The Jaswant Rai Memorial Library of the college can be accessed from the GMN College Website (gmncollegeambala.ac.in) or through its own webpage (jrmlibrarygmn.wordpress.com). The Library section on the college website is centrally designed to provide access to different type of contents such as KOHA ILMS Library Web-OPAC, subscribed E-resources [N-LIST Consortium & Pearson E-Books (Remote Access), Sage E-Books, Sage Journals (Campus-wide IP based access)] by the Library, open access e-resources, INFLIBNET Content (e-PGPathshala, ShodhGanga, ShodhGangotri, VidyaMirta), e-Gyankosh, National Digital Library of India (NDL), World Digital Library, UNESCO Digital Library, SWAYAM, NEPTTEL, edX, Coursera, Open Access e-Journals, e-Books, DOAJ, DOAB, DOAR, Hindi and Sanskrit e-resources, e-newspaper, etc. Students and teachers can access all these e-resources in a single place under the library menu on the college website. The library is equipped with an Internet browsing facility for Staff and Students.

**ICT Facilities:**

The college has accelerated the improvement of class room facilities. Many classrooms were ICT ready. Smart classrooms were established. Internet connectivity was enhanced by 70 Mbps Jio fibre Leased line and more computers were installed. Digital platforms were widely deployed in the teaching learning process. IT Enabled Teaching-Learning was improved tremendously by the use of LMS of the College. IQAC facilitated the initiatives for the development of e-content by the teachers and the developed content is made accessible to the students.

**Research and Development:**

The college has given special attention to research and publication. Teachers were well supported in their initiatives to publish articles in journals. National and international Seminars/ Webinars were organized in the college to promote research activities. Four faculty members have been awarded PhD and four faculty members were registered under Ph.D. Program after the previous accreditation. The college attracted funds from agencies like ICSSR. Three Major projects were sanctioned under this scheme.

**E-Governance and Developmental programmes for staff:**

E-governance is implemented in various areas of operation such as administration, student admission and support etc. IQAC regularly conducts various professional development/administrative training programs for teaching and non-teaching staff on management information systems and in E-Governance. The lectures of many teachers were uploaded on Utkarsh, Edusat platform so that students can avail themselves through TV channels.

The college has a vibrant registered Alumni Association.

The College has applied for NCC as an elective subject in the UG program.

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:** A. All of the above

<b>File Description</b>	<b>Document</b>
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>

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

##### Response:

The college puts its students on a high pedestal irrespective of gender. Students have been given a quantum of options to shuttle among cultural, academic and other activities so that they could develop spontaneity and vitality in their behavioral and mental growth. Girl students' requirements regarding personal hygiene and menstrual cycle are on the administration first order of preference.

##### Safety and security

- The college has CCTV surveillance cameras to ensure round the clock monitoring and 24x7 manpower security. The entry and exit of the students are under strict vigilance and required to produce their I-cards. Suggestion/complaint boxes are installed at various places in the college.
  - To stop the menace of harassment and ragging, the Internal Complaints Committee and Anti-ragging Cell play an important role and organize different activities like Awareness Programme through documentary films, Crime against women, Fundamental Rights and Women Rights, Extension lecture on Sexual Harassment, Rights of Women and their Education, and Women Empowerment etc.
  - Legal Literacy Cell plays an important role in enhancing the legal understanding of girl students.
  - Women cell plays a very important role and is actively engaged in organizing various programmes like awareness campaigns on Swatch toilets, *Beti Bachao- Beti Padhao*, health check-up and eye check camp, Deworming day, Awareness on toll-free women helpline number-1097, Seminar on gender sensitization etc.
  - The self-defense training programs are conducted to train the girl students to face any untoward incident.
  - Grievance Redress Committee and Discipline Committee also cater to the various problems that students may face and immediate action is taken against the defaulters.
  - Youth Red Cross is actively engaged in organizing outreach activities in villages and first aid boxes are available in the department of commerce, English, chemistry, health and physical education.
- 
- **Counselling**
  - The college motivates students to grow as enlightened individuals by constant guidance and counselling.
  - The college has a strong Mentor-Mentee System where the mentor is the role model and a support system to the students both in academics and personal.
  - Establishment of Career Counselling Cell.
  - Parent-teacher meetings are a regular feature of the college.
  - The students can also meet the Principal daily at a fixed time slot.
  - The students are sensitized and counselled through various cells by organizing talks, workshops and other awareness programs and covers various aspects that are personal, career-oriented, psycho-

social or academic.

### Common- Room

- The institution has a separate common room for girl students and teachers regularly pay a visit to ensure discipline.
  - The common room is equipped with an LCD TV, Music system, Sanitary pads vending machine and an incinerator, dustbins, changing room, notice board & resting couch.
  - The facility of newspaper and magazine.
  - A medical doctor is assigned regularly to keep a check and monitor the health of girl students and a college car is always available for any emergency.
- **Daycare Centre for children:**
    - Day Care crèche services are available for children of teaching and non-teaching staff.
    - Well trained and qualified staff is appointed after police verification and they undergo periodic medical and psychiatric check-ups.

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:** A. 4 or All of the above

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

Human activities create waste, and it is the way these wastes are handled, stored, collected and disposed of, which can pose risks to the environment and to public health. Waste management is important for an eco-friendly campus. In a college different types of wastes are generated, its collection and management are very challenging. Waste management is essential in today's society. From the health, hygiene, environmental and aesthetic point of view, the college ensures proper disposal of waste generated on the campus.

#### **Solid Waste Management:**

The solid management or biodegradable and non-biodegradable waste is removed mainly from the classrooms, laboratories, library, toilets and canteen etc. Non-biodegradable waste collected in colored dust-bins are taken away by the Municipal Committee for further recycling. Separate dustbins are provided for biodegradable and non-biodegradable waste. The institution has put a total ban on the use of polythene on the campus. Even the cafeterias make extensive use of eco-friendly plates and cups.

#### **Liquid Waste Management:**

- RO rejected water is reused in the canteen to wash dishes and also in washrooms.
- For water conservation the old taps are replaced by a more water efficient taps from time to time.
- Wastewater generated from different areas collected and treated in ETP Plant. Treated wastewater is reused for gardening or other plants.

#### **E-Waste Management:**

The college has taken steps for proper disposal of all kinds of electronic (E-Waste) waste, such as batteries, cells, outdated electronic devices, computers, monitors and printers, UPS etc. under the strict vigil of a committee formed by the Principal. The E-waste exchange programme has been devised by the Department of Computer Science which entails an understanding with the local vendor that offers services for the sale as well as the purchase of e-waste generated from electrical/electronic waste. E-waste is managed in the best possible available manner which protects the health and the environment against any adverse effect.

#### **Waste Recycling Management:**

Vermi Compost pits/ Organic Pits are there in which fallen leaves and other organic waste like vegetable peels etc. from the college canteen are collected for decomposition and later act as suitable manure for

plants. Compost Roller Drums are also installed in the college which convert biodegradable waste into compost. The college participated in the *Swachh Bharat* Summer Internship Programme, an initiative of MHRD, Govt. of India. Students of Eco Club make the community members aware of the importance of waste management. NSS units of the college also take out various drives and campaigns to promote and spread an understanding of cleanliness through lectures, rallies, seminars etc.

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Link for Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View Document</a>
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>
Any other relevant information	<a href="#">View Document</a>
Link for any other relevant information	<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:** Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	<a href="#">View Document</a>
Geotagged photos / videos of the facilities	<a href="#">View Document</a>
Any other relevant documents	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

**7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:**

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

**Response:** A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View Document</a>
Certification by the auditing agency	<a href="#">View Document</a>
Certificates of the awards received	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>
Link for 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.Divyangjan friendly washrooms
- 3.Signage including tactile path, lights, display boards and signposts
- 4.Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment
- 5.Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

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

File Description	Document
Policy documents and information brochures on the support to be provided	<a href="#">View Document</a>
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 takes extra effort in providing an inclusive environment for all the students and employees. The aspect of an inclusive environment is also achieved by the annual publication of the literary magazine “**Gandhi Path**” where teachers of our college also contribute through their articles. The following events were organized during the session to promote an inclusive environment such as:

**Religious Harmony:**

For religious Harmony *Sarva Dharma Sabha/ Havan* is performed every year at the beginning of the new academic session.

**Social Awareness Campaign:**

- Tree plantation drive is organized by Eco Club, NCC, Women Cell and NSS Units of the college every year.
  - *Swachhata* Rally is organized by NSS volunteers for the promotion of sanitation and *swachhata*.
  - A rally on *Meri Beti - Mera Abhiman*, rally on drug abuse and awareness campaign among slum area inhabitants are organized by different Cells of the college.
  - Ten days NSS camp was organized in Village *Khudda Kalan*, Ambala and various programmes were organized in the camp to sensitize the people about social evils such as water conservation campaign, Cancer awareness camp etc.
  - Poster making competition on social issues and *Nukkad Natak* based on women empowerment organized by different cells.
- Extension Lectures on Social Harmony:**
- An extension lecture on ‘Secrete of Energy in Youth’ and ‘*Sangeet mein Riyaz ka Mehtav*’ organized by Dept. of Music.
  - An extension lecture organized by the Dept. of Political Science on the topic “Leadership Quality”.
  - Online lecture on drug de-addiction organized by Women Cell. Dr Jasbir Singh from YARI International, USA was the Resource Person.
  - Twinning programme with schools students was organized by the Dept. of Political Science.

- Extension lectures on Moral Values and Ethics, Role of Youth in Nation Building, Role of Discipline in Youths and on HIV AIDS were organized by different Departments.

- **Outreach Activities:**

- Dept. of Sociology visited *Samman Kendra* (Old Age Home) regarding Govt. Scheme for Old Age Citizens.
- A Workshop organized by the Dept. of Music and Psychology on the topic “Music Therapy” in Bal Sudhar Ghar, Ambala City.
- Many programmes are organized by Women Cell to promote communal harmony in the society like Adult Education Programme in village Shahpur, Poster Making Competition on Drug De-addiction and Aids Awareness Rally etc.
- Dept. of English in collaboration with Roti Bank, Civil Hospital, Ambala Cantt. arranged food for needy patients and their family members.
- NCC Units of the college organized An Awareness Campaign on Digital transactions in village Uganda.
- Poetry Recitation in Old Age Home *Apna Ghar*, Ambala Cantt. Organized by Dept. of Hindi.

- **Other Activities:**

- Alumni meet organized by Alumni Cell every year.
- Annual Blood Donation camp organized to promote the feeling of brotherhood and humanity in the students.
- International Women's Day is celebrated every year with different regional and national festivals by the Women Cell of the college.
- IGNOU Study Centre was established in the college for distance education.
- Yoga Workshop, Badminton matches, and Cricket matches for men and women organized by Dept. of Physical Education

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>
Link for any other relevant information	<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 takes pride in the fact that apart from preparing a sound academic foundation for the student community; the college constantly works to develop them as better citizens of the country. The college has

strived forward with great effort to increase the level of awareness and appropriate practices amongst the students about the following areas:

**National Identities and Symbols:** The college has always taken various direct and indirect steps which promote awareness about various National Identities and Symbols. The Indian Tri-color stands tall at the different locations of the college. College celebrates Independence Day, Republic Day, *Gandhi Jayanti*, *Ekta Divas* with great pomp and vigour. The dept. of Political Science organizes and celebrates Constitution Day and Voters Day on an annual basis and thus contributes to the spreading of constitutional values and ideas.

**Fundamental Duties and Rights of Indian Citizens:** The Dept. of Political Science, Legal Literacy Cell, NSS and NCC Units of the college has organized various academic and co-curricular activities for the propagation of the Fundamental Rights and Duties of the Indian citizens such as:

- (i) One day National Seminar on “Contemporary Relevance of Sardar Bhagat Singh” organized by Dept. of Political Science.
- (ii) Poster making competition organized by Dept. of Political Science.
- (iii) Cadet Mihir participated in Republic Day Parade, New Delhi.
- (iv) Sports Day celebrated with pomp and show on the college campus. The Indian Tri-color stands tall in the playground of the college.
- (v) Dept. of Political Science organized Voter Awareness Campaign every year.
- (vi) Gandhi Jayanti is celebrated every year on the college campus. NSS Volunteers participated in different activities held on that day.
- (vii) A quiz competition on ‘Indian National Movement’, One day Book Exhibition on Mahatma Gandhi: Ideas and Philosophy organized by Dept. of History.
- (viii) A programme on ‘*Yaad Karo Kurbani*’ organized by Dept. of Hindi.
- (ix) Legal Literacy Cell of the college organized an extension lecture on ‘Information about fundamental Rights and Women Rights’ and also conducted a workshop.
- (x) Internal Complaint Cell, Grievance Redressal Cell, Anti-Ragging Committee and Student Council are functional.
- (xi) Student Council provides a platform for students to communicate with faculty/management.
- (xii) Students are members of the IQAC and other committees at the college level.

**Constitutional Obligations:** Being a citizen of India, we inculcate the values of Constitutional Obligations among our students. Our students respect the National Flag and National Anthem, obey the laws of our

country and protect unity and integrity. Speeches are delivered by senior faculty members on various occasions, whereby the students learn the importance of Constitutional Obligations. NSS Volunteers and Political Science Dept. students sensitize people about the importance of voting through various activities. A hard copy of the Indian Constitution is available in the college library. Gandhian Study Centre plays an important role to inculcate these values among students. Many educational tours are organized from time to time to promote awareness about various constitutional obligations.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	<a href="#">View Document</a>
Link for any other relevant information	<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:** A. All of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	<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:**

National festivals play an important role in planting the seed of Nationalism and patriotism among the people of India. Gandhi Memorial National College celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders and personalities. The Faculty, Staff and students of the college all come together under one umbrella to celebrates these occasions and spread the message of Unity, Peace, Love and Happiness throughout.

- Kargil Vijay Divas celebrated on 27th July by NCC (Boys Wings).
- Rakshabandhan Day celebrated on 25th August by tying Rakhi to trees.
- International Youth Day is celebrated in collaboration with the Haryana Aids Control Society on 7th August by the Dept. of Sociology, NCC, NSS, Red Ribbon, Red Cross and Women Cell of the college.
- International Day against Drug Abuse and Illicit Trafficking was organized by Dept. of Sociology.

NAAC

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>
Link for any other relevant information	<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:**

Title of the Practice	<b>Community Computer Centre</b>
Objectives of the Practice	<ol style="list-style-type: none"> <li>1. To provide technical computer skills to enhance knowledge.</li> <li>2. To improve education through the availability of up-to-date information.</li> <li>3. To raise awareness in the community about the role of the computer.</li> <li>4. To provide an opportunity for vertical mobility to move to higher education in future.</li> <li>5. To develop strategies and skills of the users.</li> <li>6. Allow users to use software applications.</li> </ol>
The Context	The context behind the community computer centre is to support the community's development efforts at the institutional level. The main focus is on the use of digital technologies to support the community for economic, educational and social development.
The Practice	Nowadays information technology plays an important role in the workplace. People use information to develop their potential through education and training to succeed in business, gain their working experience, and to take control of their lives. We have provided basic computer training to IGNOU/ Regular/ Correspondence students and non-teaching staff of the college in this centre. In accordance with the orders/ requirement of Haryana Government, students have to apply their admission forms on DGHE Portals to take admission in UG and PG Programmes. Those students who belong to rural area and cannot fill their forms due to the lack of Internet facilities, this facility provides

	<p>Facility has also been provided to the employees of M/S Autoworld company, Ambala, and program was conducted in which they were taught data saving techniques and how to use the platform offline. Vendors working in the vicinity of the college campus were also trained so they could learn to do online transaction like Google Pay, Paytm, and Bhim App etc. Training certificates were also distributed to the learners after the completion of training program. The computer centre of the college helps the learners to be able to use the current techniques so they will become computer literate in accessing, saving, creating and managing documents, effective use of the Internet effectively. The centre aims to familiarize the learners with Microsoft Office while learning basic computer, Mouse and Keyboard Skills.</p>	
Evidence of Success	<p>The Community Computer Centre is working successfully in the college. Information technology is one of the key issues for the development of any section of society. Through this centre, we provide computer training to the community students from time to time. They learned to operate hardware and web browser etc. through this centre.</p>	
Problems Encountered and Resources Required	<ol style="list-style-type: none"> <li>1. The use of information technology is often seen as a thorny problematic issue.</li> <li>2. Students were skilled at simple programs however they are less skilled at using windows, file management, digital library, photoshop, blogs and SPSS.</li> </ol> <ol style="list-style-type: none"> <li>1. Funding is also a significant challenge inadequately planning the use of ICT in development programs.</li> <li>2. Inexperienced computer users.</li> </ol>	
Note	<p>A Community Computer Centre is a way to help to bridge the digital divide. The newly literate in turn, afford students more opportunities to improve their lives in a range of areas by furthering their education and finding employment.</p>	
Title of the Practice	Gandhian Study Centre and Museum	
Objectives of the Practice	<ul style="list-style-type: none"> <li>• To promote, organize, spread and undertake the study of the life and thoughts of Mahatma Gandhi.</li> <li>• To sensitize and facilitate the inculcation of Gandhian values among students.</li> <li>• Developing capacities of students and teachers for imbibing Gandhian values and Gandhian ethics of work.</li> <li>• To celebrate the birth and death anniversaries of Mahatma Gandhi in meaningful ways.</li> <li>• To organize lectures, seminars, workshops and teaching programmes on Gandhism and its contemporary relevance.</li> <li>• Promoting initiatives to create awareness about the life and message of Gandhi through educational media like exhibitions, films, Gandhian posters and drama etc.</li> <li>• To instil the values of truth, Satyagraha, Ahimsa and Non-violence among the students.</li> <li>• To emphasize Gandhi's ideal of simple living and high thinking.</li> </ul>	

The Context	As per the mission and vision of the institute, there was a need to imbibe the ideals of Gandhian Philosophy amongst the students to instill in their minds high moral values, Instinct for social justice, awareness of equality, the Gandhian Study Centre and Museum has been established in the College. The objectives and vision of the Gandhian Study Centre and Museum are to promote, organize, spread and undertake activities of the life and thoughts of Mahatma Gandhi.
The Practice	The Centre was established in the year 2017 in Gandhi Memorial National College. The Centre is functioning effectively to spread the values of Gandhism, humanism and other eternal values among students and teachers. Gandhian Study Centre and Museum can boast of providing rare material for propagating Gandhian Philosophy and Research work.
Evidence of Success	<p><b>Material and Subject Matter in Study Centre and Museum :</b></p> <p>Gandhian Study Centre and Museum can boast of providing rare material for propagating Gandhian Philosophy and Research work.</p> <ol style="list-style-type: none"> <li>1. Selected works and volumes on Mahatma Gandhi like "Hind Swaraj", "My Experiments with the truth".</li> </ol> <ol style="list-style-type: none"> <li>1. Some issues of the newspaper edited by Gandhi were named "Harijan" and "Harijan Sewak"</li> <li>2. Other available newspapers – "Bhudaan", "New Talim".</li> <li>3. Some Volumes of Journal- "Gandhi Marg".</li> <li>4. Prominent writing/ books on Gandhi edited by Indian and Foreign Scholars.</li> <li>5. One handwritten letter of Mahatma Gandhi.</li> </ol> <p><b>Photographs of Mahatma Gandhi:</b></p> <ol style="list-style-type: none"> <li>1. Complete life sketch photographs and portraits of Mahatma Gandhi.</li> <li>2. Some rare photographs.</li> </ol> <p><b>Miscellaneous:</b> Some books on Jawaharlal Nehru and other freedom fighters and National Movement</p>

	Leaders.	
Problems Encountered and Resources Required	It is a difficult task for the college to save handwritten letter of Gandhiji and some rare photographs long time.	
Notes	Gandhian philosophy is the need of the hour for the survival of humanity.	

File Description	Document
Link for Best practices in the Institutional web site	<a href="#">View Document</a>
Link for any other relevant information	<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 institution has delivered all its objectives in glorious terms, and one of them is its commitment towards the field of Women Empowerment and rural development. This objective is achieved through imparting low cost but high quality education along with transformative environment. The students from rural area, backward background are given ample opportunities for developing their intellectual, curiosity and crave for knowledge so that they can develop themselves for a proactive role in effecting change in their own lives, their community and society at large. For that part, the institution strongly emphasizes to expand and bolster women's participation in education as education is the only key to unlock various possible factors for women empowerment, prosperity, development and welfare. Our college has on its roll a whopping strength of 626 girls out of 1424 total number of students and most of the girl students are from rural area. To play out to this tune, the performance of our institution in the area of Women Empowerment and rural development aligns with the New Education Policy launched in 2020 projecting the vision and mission of our honorable Prime Minister. In this regard, the college has come up with activities to shoot up the concerns of girl students & rural development. Some of them are highlighted in following terms:

- Various Certificate/ Short Term/Add on Courses offered by our college are in the line of Additional skill acquisition programme which aims to impart knowledge, skills and attitude enabling the young women students to deal with challenges effectively and efficiently.
- Through its various outreach programmes, the college aims to empower underprivileged sections of the society, while giving an opportunity to the young women students to reach out to the community. A multitude of such outreach activities have been organized in rural areas to raise

awareness about various issues such as health, sanitization, waste management, female literacy, girl child ratio, dowry, legal rights of women etc.

- The college is functioning with the sole aim of serving the country through holistic development of its villages and empowerment of rural women. To achieve this purpose our college has adopted three villages of Ambala district and conducts various activities to raise awareness on various social, political and economic significance from time to time.
- To encourage more and more girls from the marginalized families, the college has rolled out variety of concessions in the form of fee concession and book concession etc.
- As an extension to previously cited initiative, the institute is relentlessly pursuing with additional steps to rope in outstanding girls such as offering Full fee concession for meritorious and fatherless girl students.
- The institute has equipped itself with all modern gadgets to ensure the safety and security of girl students across the campus. Therefore, CCTV cameras have been installed at major points and locations to keep a vigilance on all activities taking place around.
- The Girls common room is equipped with a music system, LCD, Notice board, dressing room, vending machines and Incinerators.
- The anti-ragging cell also works actively with its watchful mechanism to prevent any act amounting to sexual harassment, eve teasing etc.
- The college holds lots of seminars, extension lectures, awareness campaigns and other welfare activities especially for girls from time to time to make them more assertive and communicative towards their rights and duties being women.
- The skills of debating, essay writing, poster making, painting, slogan writing and many more are honed and practiced so that girls can excel in all the fields.
- Poster making competitions on various social issues such as crime against women, domestic violence, female foeticide, importance of girl child etc. based on women empowerment have also been organized by different cells.
- Girls have earned name and fame by breezing through university examinations in various classes and streams. They have obtained University ranks at the Masters and Undergraduate level.
- Girls are frequently provided with multifarious platforms encouraged to participate in co-curricular activities and they show outstanding performance and uniqueness in NCC, NSS, Women Cell and Red Cross etc.
- Mass Communication Department of the college provides our young female journalists a platform to be sensitive, observant and inquisitive about the social issues and to have a first-hand experience of journalism. Our female reporters take up various issues of rural areas and telecast them through their newly launched YouTube channel, Mass Com News.
- Our girl students have taken in their stride the placements in reputed companies and proved their competence, intelligence, and talent in various fields.
- Many of our students are academically well enriched to be employed in many reputed schools and colleges as teachers. In fact several of our alumni are working in our own college in the capacity of college teachers.
- The college organizes talent search competitions to give the girl students a platform to showcase their innate skills and talent. There is no dearth of talented girls and they give outstanding performances in various music, dance and theatrical events at the college and state level. The winners get an opportunity to exhibit their talent in Zonal, Inter-Zonal and University level competitions.
- Girls show outstanding performance in Sports too. One of our students Gaganjot Gill has already made her way to the International level in the Taekwondo Championships and also participated in South Asian games.

- Girls have shown their mettle in Badminton and Gymnastics championships from time to time. A well-equipped gym is situated on the college campus for physical fitness for girl students

An overall development of girl students is the priority of our institution and we achieve this rank by launching opportunities and programs prioritizing our girl students' mental, physical, economic and emotional growth. Their exceptional entrepreneurial success is our token of dedication to the pious objectives of this college.

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

## 5. CONCLUSION

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### Additional Information :

- In syn to the vision of the college management it has been decided that college would soon introduce Job oriented courses such as Artificial Intelligence, Data Science and National Defence courses so that our students could get gainful employment.
- From the present academic session the college has decided to intensify the placement drive by organizing career guidance programmes which would facilitate campus recruitment as this couldn't be done in earlier session i.e. 2020-21 due to COVID-19.
- To provide hands on field training to rural women College has decided to provide digital training to empower them digitally.
- G.M.N. College is the unique institute in the area where most of the Trustee are its alumni.

### Concluding Remarks :

The College is duty bound to boost Higher Education. All the new initiatives which are being taken by the Principal, IQAC under the consultation of College Management will be initiated in true spirit to enhance the credibility and quality of the College.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p><b>Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years</b></p> <ol style="list-style-type: none"> <li>1. Academic council/BoS of Affiliating university</li> <li>2. Setting of question papers for UG/PG programs</li> <li>3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses</li> <li>4. Assessment /evaluation process of the affiliating University</li> </ol> <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: B. Any 3 of the above</p>																				
1.2.3	<p><b>Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years</b></p> <p>1.2.3.1. Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>872</td> <td>1184</td> <td>1171</td> <td>1263</td> <td>1459</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>872</td> <td>1118</td> <td>1171</td> <td>1263</td> <td>1459</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	872	1184	1171	1263	1459	2020-21	2019-20	2018-19	2017-18	2016-17	872	1118	1171	1263	1459
2020-21	2019-20	2018-19	2017-18	2016-17																	
872	1184	1171	1263	1459																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
872	1118	1171	1263	1459																	
1.4.2	<p><b>Feedback process of the Institution may be classified as follows:</b></p> <p><b>Options:</b></p> <ol style="list-style-type: none"> <li>1. Feedback collected, analysed and action taken and feedback available on website</li> <li>2. Feedback collected, analysed and action has been taken</li> <li>3. Feedback collected and analysed</li> <li>4. Feedback collected</li> <li>5. Feedback not collected</li> </ol> <p>Answer before DVV Verification : A. Feedback collected, analysed and action taken and feedback available on website Answer After DVV Verification: D. Feedback collected</p>																				
2.1.2	<p><b>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)</b></p>																				

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
282	279	316	372	376

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
276	279	316	372	376

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 : 72

Answer after DVV Verification: 70

Remark : Input edited as per the supporting document, excluding physical education and librarian.

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 : 864

Answer after DVV Verification: 861

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
410	410	462	483	621

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
411	410	474	495	628

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
417	411	462	483	621

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
417	411	474	495	628

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)**

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)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	8.75	5	0	0

Answer After DVV Verification :

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

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

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**

Answer before DVV Verification:

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

Answer After DVV Verification :

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

Remark : Input edited as per HEI Clarification.

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

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

Answer before DVV Verification:

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

13	75	53	18	15
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Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
11	74	52	16	14

Remark : Input edited as per the supporting documents.

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

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

Answer before DVV Verification:

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

Answer After DVV Verification :

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

Remark : Input edited as per the supporting documents.

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

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

Answer before DVV Verification : 21

Answer after DVV Verification: 19

Remark : Input edited as per the supporting documents.

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
18.03	23.83	21.66	9.19	18.11

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
18.03	23.83	21.66	19.19	18.11

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

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

Answer before DVV Verification : 296

Answer after DVV Verification: 125

Remark : Input edited as per the supporting documents.

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
13	19	17	22	23

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

Remark : Input edited as per HEI clarification

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
14	12	11	24	18

Answer After DVV Verification :

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

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
135900	266000	529381	364265	1166000

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1.35900	2.66000	5.29381	3.64265	11.66000

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

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

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

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

7.1.4 **Water conservation facilities available in the Institution:**

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

Answer before DVV Verification : B. 3 of the above

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

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

**2.Extended Profile Deviations**

ID	Extended Questions																				
1.1	<p><b>Number of courses offered by the Institution across all programs during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>623</td> <td>662</td> <td>698</td> <td>708</td> <td>717</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>603</td> <td>642</td> <td>678</td> <td>688</td> <td>668</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	623	662	698	708	717	2020-21	2019-20	2018-19	2017-18	2016-17	603	642	678	688	668
2020-21	2019-20	2018-19	2017-18	2016-17																	
623	662	698	708	717																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
603	642	678	688	668																	
1.2	<p><b>Number of programs offered year-wise for last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>15</td> <td>15</td> <td>15</td> <td>15</td> <td>15</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>14</td> <td>14</td> <td>14</td> <td>14</td> <td>14</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	15	15	15	15	15	2020-21	2019-20	2018-19	2017-18	2016-17	14	14	14	14	14
2020-21	2019-20	2018-19	2017-18	2016-17																	
15	15	15	15	15																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
14	14	14	14	14																	
2.3	<p><b>Number of outgoing / final year students year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>417</td> <td>411</td> <td>462</td> <td>483</td> <td>621</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>417</td> <td>411</td> <td>462</td> <td>495</td> <td>628</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	417	411	462	483	621	2020-21	2019-20	2018-19	2017-18	2016-17	417	411	462	495	628
2020-21	2019-20	2018-19	2017-18	2016-17																	
417	411	462	483	621																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
417	411	462	495	628																	
3.1	<p><b>Number of full time teachers year-wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>72</td> <td>67</td> <td>72</td> <td>78</td> <td>80</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>70</td> <td>65</td> <td>70</td> <td>76</td> <td>78</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	72	67	72	78	80	2020-21	2019-20	2018-19	2017-18	2016-17	70	65	70	76	78
2020-21	2019-20	2018-19	2017-18	2016-17																	
72	67	72	78	80																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
70	65	70	76	78																	

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
72	67	72	78	80

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
71	66	71	77	79