SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

GOVERMENT COLLEGE FOR WOMEN, BAHADURGARH

GOVERNMENT COLLEGE FOR WOMEN, BAHADURGARH BALOUR ROAD
BAHADURGARH JHAJJAR
124507
gcwbahadurgarh.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

May 2023

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Government College for Women Bahadurgarh, located at Balour Road, Bahadurgarh city, Jhajjar district, Haryana, has gained a reputation for offering a secure and nurturing educational atmosphere for young women. The institution initially served as a girls' wing of Government College Bahadurgarh before branching out in 2014 to serve the needs of local girls of the surrounding areas. The college is affiliated with Maharshi Dayanand University (MDU) Rohtak, and offers courses in B.A., B.Com., B.Sc. (Medical), and B.Sc. (Non-Medical) with a regular Principal, 15 full-time faculty members, 10 extension lecturers, 18 support staff, and 915 pupils. The college's primary objective is to provide a well-rounded education while prioritizing safety, discipline, and personal growth. The college boasts of an attractive campus, complete with ample classrooms, laboratories, and a well-stocked library, all set amidst lush green and picturesque lawns.

The main motto of the college is the holistic development of students by providing excellent academic facilities and encouraging them to participate in extra-curricular activities. The college aims to provide high quality education, a good learning environment with adequate facilities, to guide the students in laying down the foundation for their bright future. The college intends to mould them as worthy citizens with good moral, ethical values and strong societal commitments to fulfil their obligations to the society and nation at large.

Vision

The Vision of the college is to become a college of excellence by imparting quality education to girls in various fields, creating an environment for the holistic development of students and imbibing values so that they can achieve success in their academics, career and life.

The college's aim is to establish itself as a centre of excellence by delivering top-notch education to young women in diverse disciplines. This involves fostering an environment that supports the comprehensive development of students and instilling core values that enable them to attain success in their academic pursuits, professional endeavours, and personal lives.

Mission

The Mission of the college is to provide quality education to girls and enhancing their knowledge and skills by providing them with adequate learning facilities in a healthy environment.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

We consider the following to be the strengths of our college:

- Diversity in our girl students
- An optimistic leader to lead the college to the path of progress.
- Well qualified and dedicated faculty members to guide the students.
- Very supportive administrative staff.
- Newly built disabled friendly college campus with well-ventilated classrooms and smart classrooms.
- Well-maintained lawns and gardens
- Efficient security system with CCTV cameras, monitor and guard at the college main gate.
- Focus on co-curricular activities and extra-curricular activities
- Energetic NSS unit.
- Focused Women cell.
- Well- equipped gym to cater to the physical fitness of students.
- Library with a large number of books and sufficient seating capacity.

Institutional Weakness

- Shortage of faculty members, especially in science stream.
- Lack of sports teachers and playgrounds/courts.
- Lack of librarian.
- Limited funds/grants for the development of the college.
- Lack of funds for maintenance of infrastructure of the college.
- Shortage of sweepers.
- Lack of interest of students in traditional courses.
- Lack of research orientation of faculty.

Institutional Opportunity

- To start new vocational, job oriented and value added courses.
- To automate the library.
- To strengthen the placement cell and coordinate with local industry/company for the placement of the students.
- To create liaison with local bodies for development of the college under CSR
- To make the campus Wi-Fi enabled.
- To develop infrastructure of the college.
- To get the solar plant installed

Institutional Challenge

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- To attract more students to the college due to two more colleges in the same city.
- Lack of career orientation in students.
- Dropout of girl students due to non-awareness and non-cooperation of parents as they marry them early.
- Non-seriousness of students towards regular studies due to lack of economic resources

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college abides by the curriculum of Maharshi Dayanand University, Rohtak, which outlines the teaching plan for each session. The college faculty prepares lesson plans and time table for each semester in accordance with the university's teaching schedule and government norms to ensure efficient curriculum planning. Teachers are responsible for completing the course syllabus within the given time frame. They adopt a combination of conventional and modern teaching techniques, such as lectures, videos, Google Classroom, and group discussions, to ensure effective delivery of the curriculum. The faculty continuously assesses students' progress through class tests, assignments, and attendance records.

The college also integrates important issues such as professional ethics, gender sensitivity, human values, and environmental sustainability into the curriculum. For instance, first-year students in B.A./B.Com/B.Sc. must pass a course of environmental studies, and topics related to environmental issues are covered in economics and geography courses. Business communication skills in B.Com 1st Sem. cover professional ethics, while sociology, psychology, and other courses address topics such as gender equality and human values. The college also organizes various extension activities through its different cells to promote these cross-cutting issues.

8.6% of the total number of students have undertaken the project work in Geography of B.A. III Sem. The institution obtains feedback on the academic performance and infrastructure of the institution from alumnae, students and teachers. The feedback and action taken report is available on the institutional website.

Teaching-learning and Evaluation

The college makes a genuine effort to fill all available seats while strictly adhering to the government's reservation policy. Over the last five years, 77.25% of students were admitted against the total number of sanctioned seats, and 69.53% of students were admitted from the reserved categories as per government rules. The student-to-full-time-teacher ratio during the most recent academic year was 30:1. The faculty members utilize a variety of teaching approaches to enhance students' learning experience, including experimental learning, seminars, project work, quizzes, assignments, presentations, competitions, problem-solving sessions, and group discussions.

During the past five years, the college has had 88.82% full-time teachers against the sanctioned posts, and all teachers have the necessary qualifications such as NET/Ph.D. The college's internal and external assessment mechanisms, as well as its grievance redressal system, are efficient and time-bound. The faculty members communicate the programme outcomes to students at the beginning of each session, and these outcomes are

displayed on the college website as well. Students' attainment of programme and course outcomes are evaluated through various methods, such as class tests, admissions to higher studies, job placements, and participation in inter-university or inter-college competitions. The grievance redressal committee handles all grievances related to internal and external assessments.

Research, Innovations and Extension

For the creation and transfer of knowledge, faculty members publish research papers in National or International journals approved by UGC/UGC CARE listed journal to enhance their knowledge. One faculty member has co-authored a book on Research and Methodology in 2020. Total 21 research papers of 8 staff members were published in UGC approved journal/UGC CARE listed journals during last 5 years. A total of 35 extension activities are organized by NSS, different committees and cells like Swachh Bharat Abhiyan, health check-up camps, cleanliness drives, tree plantation, voter awareness campaigns etc. For the all-round development of the students the college has been promoting maximum participation of the students in such activities.

Infrastructure and Learning Resources

Government College for Women, Bahadurgarh was established in 2014. It is affiliated with Maharshi Dayanand University, Rohtak. Adequate infrastructure and learning resources are necessary for providing qualitative educational environment to students. The college has a sprawling 06 acre campus with total covered area of approximately 5188.17 sq. mt.

The well designed college campus has 21 airy and spacious classrooms, 7 well equipped labs (1 physics lab, 1 Chemistry lab, 2 Geography labs, 1 Psychology lab, 1 Home science lab, 1 Zoology and 1 Botany lab) to conduct practicals and 9 technology enabled Smart Class Rooms. Well-equipped Computer lab, Language lab, Commerce lab, Conference room and EDUSAT room are the mainstay of college infrastructure.

A fully air-conditioned auditorium with a big stage provides good facilities for various academic and extracurricular programmes. A large multipurpose sports room with gym facility is the part of college sports infrastructure and there is a provision for girl's common room also with proper seating arrangement. The well-furnished and automated library using the software "Soul Version 2.0" with about 5702 books, magazines and daily newspapers gratify to our academic needs. BSNL fiber optic 100 MBPS from BSNL exchange at campus area are major IT facilities available. The College website is also an important facility to share main events and activities, (whether it is at the college level or department level), news, notices, timetable, lesson plans, academic calendar and reports of various cells etc.

Student Support and Progression

The college strives to provide quality higher education to students and offer scholarships to SC, BC, and General students to help them meet their educational expenses. The institution also organises various skill development programmes to enhance communication/language and computing skills among students. The Women Cell, NSS ,Red Cross and Red Ribbon clubs provide basic training programmes for yoga, meditation,

personal hygiene, self-defence, road safety rules, first aid and stress management amongst others.

The college's placement cell provides guidance to students on their career path by conducting extension lectures and training programs. Faculty members also play a crucial role in student progression, as many students go on to pursue higher studies and prepare for competitive exams.

The college has established various committees, such as the student's grievance redressal committee, anti-ragging committee, and sexual harassment committee/internal complaint committee, to ensure prompt resolution of student complaints. The mentor-mentee groups serve as an effective mechanism to address students personal and professional grievances.

Every year, numerous students participate enthusiastically in sports and cultural activities organized by the college. The selected students represent the institution at the district/zonal / state level and there have been appreciable achievements at different levels.

The college has an active registered Alumnae Association that supports development of the institution through various services. An alumnae meet is organized every year to bring together former students.

Governance, Leadership and Management

The college has a clear vision and mission to provide quality education to female students, and it maintains an open and interactive environment to achieve its goals. The college has a perspective plan to develop academic and co-curricular qualities, and it implements policies through various committees under the college council. The teaching and non-teaching staff are provided with various facilities, such as leaves, concessions, loan facilities, medical reimbursements, and allowances. The staff undergoes training programmes to upgrade their skills and knowledge. The college conducts regular internal and external finance audits, receives Grant in Aid from DGHE Haryana , and prepares and submits budgets for approval. The IQAC ensures quality education and evaluates the improvement in the activities of the teaching staff. The faculty members are encouraged to use ICT tools for preparing and delivering lectures. The teaching staff submits Annual Performance Appraisal Reports, which are evaluated by the principal, and appropriate decisions are made based on the evaluation.

Institutional Values and Best Practices

Government College for Women, Bahadurgarh is dedicated to promoting values such as gender equity, environmental sustainability, inclusive growth, and professionalism. Gender sensitisation is a top priority at the college, with the Women Cell coordinating efforts to spread awareness about gender issues, offer counselling and self-defence training, and ensure a safe environment for female students. The college also focuses on the holistic development of its students, providing various opportunities and resources through programmes organized by NSS, YRC, Student Club, ECO Club, Road Safety Club, and more. The college promotes societal values and legal literacy, with extension lectures on legal services and a code of conduct displayed on the college website. The college is also committed to inclusivity, with provisions for disabled students, and a harmonious environment where faculty and administration work alongside students to create a consultative and efficient work culture. The college aims to groom socially conscious, professionally oriented, rationally humanistic, and vocally expressive citizens of India. Despite challenges, the institution is committed to the growth and development of its students and betterment of society

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVERMENT COLLEGE FOR WOMEN, BAHADURGARH
Address	Government College for Women, Bahadurgarh Balour Road Bahadurgarh Jhajjar
City	Bahadurgarh
State	Haryana
Pin	124507
Website	gcwbahadurgarh.ac.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Alka Gulati	01276-297006	9871937386	-	gcwbahadurgarh@rediffmail.com
IQAC / CIQA coordinator	Renuka Malik	91-9582198677	9416360768	-	renuka.malik75@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	

State	University name	Document
Haryana	Maharishi Dayanand University	[View Document](#)

Details of UGC recognition

Under Section	Date	View Document
2f of UGC		
12B of UGC		

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				

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

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Government College for Women, Bahadurgarh Balour Road Bahadurgarh Jhajjar	Urban	6	5188.17

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)

Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom,Commerce	36	Senior Secondary	English,Hindi	120	37
UG	BA,Arts	36	Senior Secondary	English,Hindi	280	256
UG	BSc,Medical	36	Senior Secondary	English,Hindi	20	19
UG	BSc,Non Medical	36	Senior Secondary	English,Hindi	20	11

Position Details of Faculty & Staff in the College

	Teaching Faculty											
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				5				31
Recruited	0	0	0	0	1	4	0	5	3	17	0	20
Yet to Recruit				0				0				11
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				10
Recruited	3	2	0	5
Yet to Recruit				5
Sanctioned by the Management/Society or Other Authorized Bodies				14
Recruited	8	6	0	14
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	3	0	1	8	0	13
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	0	1	0	2	8	0	11
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	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

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
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

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	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	0	0	0	0	0
	Female	896	19	0	0	915
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	220	202	194	219
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	216	208	200	213
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	496	458	449	466
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	1	1	6	8
	Others	0	0	0	0
Total		933	869	849	906

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Multidisciplinary education is a unique approach that allows the students to learn and explore distinct subjects or curriculum from various disciplines. Education is not limited to a particular discipline. A student can choose a combination of different subjects during one programme. It is a curriculum integration which focuses primarily on the different disciplines and the diverse perspectives to illustrate a topic. The college being the government body is bound to follow the instructions of the government. The college is affiliated with M.D. University, Rohtak and follows the curriculum prescribed by the university. The curriculum flexibility is beyond the powers of any affiliated college. The college will

	implement the multidisciplinary programmes with the prior approval of MDU. MDU is following credit-based system(CBCS) for Post Graduate courses only, The college being UG college will implement CBCS in UG programmes whenever implemented by the University. The college aims to holistic development of students and promotes community engagement and service. Two villages Sankhol and Bupania have been adopted by the college under Unnat Bharat Abhiyan and various community development programmes have been conducted involving community and students. The institutional perspective is to address the social issues and challenges through project work. The institute may offer research projects when facilities like e-library and faculty are provided or are made available.
2. Academic bank of credits (ABC):	The ABC provides the facility and functionality for a student to open an academic account and to get eligible HEIs on board. The ABC digitally stores the academic credits of the students earned from HEIs registered with the bank. The credits stored in the individual accounts of the students will give them a much larger freedom in terms of their academic/career choices. The students will be able to move out of their institute from any year/semester and exchange the credits earned so far with a certificate/diploma wherever eligible. The institute works as per the directions of government and the affiliating university (MDU) and we have recently received the directions from the university to create student id for ABC for the admission process for the year 2023-24. This will surely permit its learners to avail the benefit of multiple entries and exit during the chosen programme.
3. Skill development:	Skill development courses broaden the horizons of the learners, improves the career growth aspects and also improves the learning potential of the students. The college implements the directions of DGHE and will add value added courses whenever provided by DGHE, as the college is not the deciding authority to start any course on its own. The college organizes workshops to strengthen the soft skills of students. The institute is providing value added education to students through mentorship classes, extension lectures, workshops, organizing departmental activities, cell activities and by forming student clubs.

4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Indian knowledge system encompasses the fundamental knowledge, Science, Engineering and technology, humanities and social sciences through a structured classification. IKS has evolved over millenniums. NEP 2020 recommends the incorporation of Indian Knowledge System into curriculums at all levels of education. The purpose is to create understanding of rich Indian traditions and culture among students. The curriculum is decided by the Board of Studies at University level. All courses of B.A., B.Com. and B.Sc. are taught in English and Hindi language. The college is offering Hindi as compulsory subject and Sanskrit as an elective subject in B.A. to promote Indian languages. Indian ancient traditional knowledge is promoted through the optional subject of History in B.A. program. Indian arts are promoted through optional subject of Home Science in B.A. and various competitive activities like Rangoli and Mehandi etc. Various festivals such as Diwali, Lohri, Karwa Chauth, Raksha Bandhan, Teej and national days are celebrated in the college to promote Indian culture, traditions and patriotism.
5. Focus on Outcome based education (OBE):	The affiliating university MDU prescribes the curriculum. Providing outcome-based education is a part of the curriculum. The college describes the programme and course outcomes for all programmes and courses. The outcomes are displayed on the institutional website to facilitate access to students, teachers and other stakeholders.
6. Distance education/online education:	The college has a study centre of distance education for B.A. Undergraduate programme offered by MDU The university provides a list of students admitted under the distance education programme to college, the classes in online/offline mode are taken by the college teachers as well as other subject experts as directed by M.D. University under PCP. Currently the mode of teaching is online for distance education programme. Most of the faculty members are using technological tools. The college follows the time frame and teaching schedule as prescribed by the university.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	The college appoints a faculty member as the coordinator of ELC. The ELC is functional in the college.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	The ELC conducts various awareness programmes like rallies, awareness campaigns and various competitions like slogan writing, poster making etc. Oath for Vote casting is recited by the students. The students are encouraged to cast their vote wisely. The faculty members are assigned duties in the elections. Camps are also organized in the college for registration of students for new voter card.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	The college organizes various extension lectures relating to electoral literacy. Slogan writing competitions and voter awareness rallies are organized in the college and surrounding areas to encourage students and community to participate and cast their votes.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	10% of the total students are yet to be enrolled as voters in the electoral roll. The college provides Form 6 (Election Commission) to the students and helps them enroll online for voter id.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
906	849	869	933	936

File Description	Document
Institutional data in prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 46

File Description	Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
30	31	29	30	23

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
16.5219	12.5749	157.237	22.465	59.893

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

The college follows the curriculum designed by M.D.U. Rohtak. The college plans all academic activities according to the academic calendar of the M.D.University Rohtak. At the beginning of each session, schedule of terms and vacations to be observed is prescribed by the university which includes the dates of commencement, completion of classes, vacations, practical and theory examinations. Time table committee of senior faculty members draws up a detailed time table for theory and practical classes and ensures that courses of all programs are allocated to the faculty members. Each paper is given sufficient time as per the UGC norms. At the beginning of each semester lesson plans are prepared by the faculty members according to the syllabus prescribed by the university. The faculty members take utmost care to complete the syllabus within the stipulated time period. There is sufficient flexibility in the lesson plan to adopt changes if required. Teachers take the best of their efforts to ensure quality teaching and academic growth of the students. The faculty members strive for effective curriculum delivery through a mix of conventional and modern teaching methods such as lecture method, videos, Google classroom, discussions etc. Interactive teaching is promoted through students participation in group discussions and raising questions. The college has well equipped smart classrooms to facilitate the teaching and make it more interesting for students. The college receives updates from the university regarding modifications in the curriculum. The changes or modifications in the curriculum are communicated to the concerned teacher and the concerned teacher ensures to implement the change. The college library has a sufficient number of books to cater to the needs of the students. The library is updated regularly for students to help them in making notes and taking references. The college organizes mentor ship classes regularly through which students provide feedback to teachers regarding academics, infrastructure, administration and personal matters.

The evaluation process of students comprises of internal and external assessment. The faculty members are required to evaluate the students internally on the basis of class tests, assignments and the attendance record of the students. This requires a continuous effort on part of the teacher. External evaluation is conducted by the affiliating University at the end of each semester. For this, theory and practical exams are held in the college campus under the supervision of the university. Curriculum compliance is the responsibility of the faculty members which is completely achieved by the college through academic calendar, timetable and lesson plans.

File Description	Document
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1 Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response:

File Description	Document
Institutional data in the prescribed format	[View Document](#)

1.2.2 *Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years*

Response:

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

1.3.1 *Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum*

Response:

The college follows the curriculum of M.D. University, Rohtak and integrates the cross cutting issues relevant to professional ethics, gender, human values, environment and sustainability into the curriculum of various courses.

Environment and Sustainability

As per the university norms, it is mandatory for the first year students of all programmes i.e. B.A./B.Com./B.Sc. to pass a paper on Environmental Studies. Apart from this, Economics course of B.A.5th Sem. covers the topic of Environment as Necessity and Luxury, Population as Environment Linkage, Environment as a Public Good, Environmental Pollution and Sustainable Development. Physical Geography course of B.A. 2nd Sem. covers various environmental issues such as Cycle of Erosion, Process of Wind, River, Underground Water, Glaciers and Sea Wave.

Professional Ethics

Business Communication course of B.Com 1st Sem. covers the topic Ethical Context of Communication which advocates dignity and integrity in communication by maintaining truthfulness, accuracy and honesty in the communication. Business Management course of B.Com 1st Sem. covers the Social Responsibility of Business under the topic Nature of Business. In this, the students learn to be aware of the responsibility of business towards the community, customers, suppliers, society, nation and government.

Gender

Society, Culture and Social Changes course of B.A. 2nd Sem. covers the gender issues under the topic of Social Stratification which describes the position of males and females in society and also focuses on gender equity.

Human Values

The Basic Concepts of Sociology course in B.A. 1st Sem. covers Social Norms and Values, which teaches students appropriate behaviour in society and how to treat people.

In addition to this, the college's various cells organize activities related to ethics, gender, human values, environment, and sustainability. For instance, mentorship classes held fortnightly cover Human values and professional ethics, stress management, time management, and personality development programmes. Eco Club constituted in college encourages students to plant trees and create awareness about ecosystem and conservation of nature while NSS conducts extension lectures on environmental protection, water harvesting, and pollution-free Diwali. Lectures on famous historical personalities like Maharani Laxmibai and Mahatma Gandhi promote human values. Women Cell empowers women through lectures on issues related to feminine hygiene, Beti Bachao Beti Padhao, Gender Discrimination, Sexual Harassment, and Women Empowerment. Self-defence training is provided to students, and placement cell organizes lectures on skill enhancement and employment generation.

File Description	Document	
Provide Link for Additional information	[View Document](#)	

1.3.2 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response:

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 87

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1 *Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website*

Response:

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Action taken report on the feedback analysis	[View Document](#)
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	[View Document](#)

17-07-2023 11:32:35

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response:

2.1.1.1 **Number of seats filled year wise during last five years (Only first year admissions to be considered)**

2021-22	2020-21	2019-20	2018-19	2017-18
374	315	300	314	350

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

2021-22	2020-21	2019-20	2018-19	2017-18
440	440	440	420	400

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.1.2 *Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years*

Response:

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

2021-22	2020-21	2019-20	2018-19	2017-18
145	149	122	136	135

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

2021-22	2020-21	2019-20	2018-19	2017-18
213	213	213	179	170

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.2 Student Teacher Ratio

2.2.1 Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response:

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences using ICT tools.

The college offers various opportunities for students to engage in active learning experiences across all courses and programmes. Faculty members use a range of teaching approaches, such as experimental learning, participative learning, and problem-solving methodologies. These approaches include activities like students' seminars, curriculum project work, quiz competitions, assignments, presentations, departmental competitions, problem-solving sessions, brainstorming, group discussions, online lectures, open book tests, and subject-specific group activities.

Some specific student centric methods adopted by the various departments to provide experimental and participative learning experience:

- Students' seminars are conducted on regular basis for developing confidence and knowledge of students.
- Written Assignments are given to the students on a regular basis.
- Problem-solving sessions are regularly conducted after the completion of topics.
- Students Presentations are held to improve soft skills in students.
- Encouraging students to participate in Public Awareness Programmes under various committees, Youth Red Cross, NSS unit, Women cell, Earn While You Learn Scheme etc.
- Encouraging students' participation in intra-college and inter-college competitions.
- Laboratory Practical classes in the Departments of Science, Commerce, Geography, Psychology and Home Science.
- Organizing Group activities to promote leadership qualities amongst students.
- Encouraging students to conduct activities such as fresher's welcome, farewell party, cultural events etc. for developing interpersonal relations and organizational behaviour.

The college encourages and provides for intensive use of ICT enabled tools for effective teaching and learning process. The general ICT Tools used in the college are: Desktop and laptops, Projector, Printer, Photocopier, Pen Drive, Scanners and Microphones. Most of the regular and extension faculty use these ICT tools and resources available in the college on a regular basis. 9 Smart classrooms have been established in the college as per the directions of DGHE and are used for regular classes as well as other academic activities such as students' seminars etc. A well-equipped language lab, commerce lab and computer lab are available in college that contribute to ICT- based education for students. Most teachers are using online teaching methods too such as Google Meet, Google Classroom, PowerPoint, YouTube, audio and video lectures etc. sharing through whats App groups

File Description	Document
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years

Response:

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
35	35	32	29	30

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.4.2 *Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)*

Response:

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
30	31	29	30	23

File Description	Document
Institution data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

Mechanism of internal/ external assessment and the grievance redressal system is time bound and efficient. The college is affiliated to M.D. university, Rohtak and the university sets the date sheet, question papers and answer sheets. It also provides the schedule of practical exams. The external examinations are conducted by the university. The university sends question papers through observer on the day of the exam. The college provides superintendent in chief, superintendent, deputy superintendent and invigilators. The university appoints flying squad to curb usage of unfair means by the students. The examination centre is set up in the college campus one day prior to the examination. Seating plan is displayed on the notice board half an hour before the exam so that any grievance related to the examination is resolved timely. The aggrieved student approaches to the deputy/ Superintendent and the problem is resolved immediately. If any grievance related to the question paper comes to the notice of examination centre that is brought to the notice of the university telephonically or through e-mail. The decision of the

university is implemented immediately. The university provides the guidelines and schedule related to internal assessment. The internal assessment carries 20% of total marks. The internal assessment of each subject is prepared by the concerned teacher and uploaded on the portal of the university as per the time schedule given by the university. There is also a provision of fine, in case the internal assessment is not uploaded timely. After the declaration of university result, if any student has any complaint regarding the internal assessment, she approaches to the concerned teacher/college office. The teacher matches the internal assessment result declared by the university to the original internal assessment sent by the teacher. If any discrepancy is found that is sent to the university immediately for correction.

File Description	Document
Provide Link for Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1 *Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website*

Response:

The college has formulated the programme and course outcomes for all programmes offered under various streams. The outcomes are stated by the teacher and displayed on the college web site to facilitate access to students, teachers and other stakeholders. The college website is updated regularly. Programme specific outcomes of all the programmes highlights the learning outcomes and career options open to the students after completion of the programmes. The programme outcomes are stated in advance by all teachers and are communicated to students through orientation programmes. The career options are also explained to the students though extension lectures organized by the placement cell. Course outcomes of all the courses are also stated by all the teachers in advance in their classes. The course outcomes are also depicted through the weekly lesson plans. The lesson plan of all the courses are prepared by the concerned teacher which are uploaded on the website. The college website is updated regularly by the website committee. In the beginning of each semester every teacher gives the introduction of the course to the students explaining the course outcomes. The programme and course outcomes are enhanced through regular theory and practical classes.

File Description	Document
Provide Link for Additional information	[View Document](#)

2.6.2 *Attainment of POs and COs are evaluated.* **Explain with evidence in a maximum of 500 words**

Response:

The attainment of programme outcomes and the course outcomes are evaluated though internal and external assessment and through organizing competitions. The internal assessment carries 20% of total

marks and the external assessment carries 80% of total marks. Internal assessment is done by the teachers for their courses and external assessment is done by the university through conducting written exam at the end of each semester. The teachers mark internal assessment on the basis of class tests, assignments and class participation of the students. The students are given feedback of their class tests and assignments so that they can overcome their weaknesses and perform better in university exams. The college organises various competitions like quiz, poster making, essay writing and power point presentation competition etc. to test the knowledge of the students. The students are also encouraged to participate in inter college activities. The practical knowledge of students in various courses is evaluated through practical exams. The practical exams are conducted in the college, the examiner is invited from the panel of external examiners prescribed by the university. The university declares the overall result of students combining internal assessment, practical exams and external exams.

The level of the attainment of course outcomes is measured by comparing the pass percentage of college of each course to the pass percentage of university. Every year, teachers are required to fill their ACRs mentioning the results/outcomes of their courses. The programme outcomes are measured on the basis of overall result of the students, selection of students in different jobs, progress in higher studies and number of positions in various inter college competitions.

File Description	Document
Upload Additional information	[View Document](#)

2.6.3 Pass percentage of Students during last five years (excluding backlog students)

Response:

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

2021-22	2020-21	2019-20	2018-19	2017-18
102	105	70	66	66

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

2021-22	2020-21	2019-20	2018-19	2017-18
246	274	287	310	261

File Description	Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document	

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 *Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)*

Response:

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness   about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

The college has created an ecosystem for innovation and other initiatives for the creation and transfer of knowledge with the help of the following:

The teachers provide thorough contextual information related to the syllabi and topics. The students are asked to search the current developments on these topics. They are promoted to develop their own opinions about the topics and are made to present their views in constructive ways through presentations and write-ups. They are given practical situations where they can apply the theoretical knowledge and thus by simulating real-life experiences, they are prepared for improvisation through their innovative thinking.

The students are given extensive exposure to experimentation in many subjects and they imbibe a scientific spirit of finding the solutions of the queries in a systematic way. Annual science exhibitions and the organization of quizzes at different levels help students in owning their innovative skills. The placement Cell of the college organizes extension lectures for career guidance and counselling of the students. The college has a research-oriented environment to motivate the faculty members to write research papers and present research papers at conferences and seminars. Under Red Ribbon Club College organizes many activities to give a common platform to the participants to think, act and work together in process of the nation-building. The college promotes the participation of students in different co-curricular activities through the Red Ribbon Club. Other Co-Curricular Activities such as Rallies, Extension lectures, Art and

Craft, NSS, Seminar presentations, Youth Festivals, Group Discussions, Brainstorming, Role-playing, and many more are organized to equip the students and motivate them for all-around development. A language laboratory was established in the college to develop the Speaking, Reading, Listening, Writing Skills, and Personality of the students. The laboratory is shared by three language departments i.e. Hindi English and Sanskrit. The college also took the initiative of organizing an awareness programme on environmental issues, a self-defence awareness programme for girls their personal safety and for security. To develop a responsive teaching-learning environment the college authority organizes seminars or workshops. The college has a well-equipped central library and science laboratories. The library facilitates all services necessary for the success of all formal programs. the library encourages reading for pleasure and an environment for innovation. It also helps in grooming students to think rationally, innovatively, and creatively to develop their own systematic understanding and to add new dimensions to learning.

File Description	Document
Provide Link for Additional information	[View Document](#)

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

Response:

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1 Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response:

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1	4	3	10	2

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

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

Response:

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	1	0	0

File Description	Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document

3.4 Extension Activities

3.4.1 Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

Various extension activities are organised by NSS unit of the college in neighbourhood community for developing a sense of responsibility among students against social evils. These activities enhance students' academic as well as social learning experiences and inculcate values and skills in them. Under NSS various

activities and rallies are organised for sensitizing the students towards various social issues like keeping our surrounding clean, no use of plastic bags, to stop female foeticide, keeping environment clean and green etc. For this purpose, camps are organised at Balour and other nearby villages in Bahadurgarh. Many more activities and outreach programmes are conducted in and outside the college such as Swachh Bharat Abhiyan, Blood Donation Camp, Beti Bachao Beti Padhao, Jal Shakti Abhiyan, Save water, Tree Plantation, AIDS awareness, Drug awareness, Sadak Suraksha, Gender equality, Self Defence Training, Awareness campaign regarding traffic rules etc.

Under Swachh Bharat Abhiyan, faculty and students do door to door campaign in the village to create awareness about the role of clean surrounding and environment in our lives.

Various extension activities like blood donation camps, awareness about HIV/AIDS, dental check-up camps are organized in the college in collaboration with various organisations.

Women cell of the college organizes "Beti Bachao Beti Padhao" Campaign, workshops, rallies and many competitions to make students aware about these social issues. Besides this, self-defence training workshops are organized by Women Cell to empower girl students and to ensure their safety and make them self-independent.

A number of activities like National Unity Day, National Voter day, Hindi Diwas, Traffic Rules Observation Day and tree plantation are organized by NSS .

Under Sadak Surkasha Saptah pledge on Road Safety Rules and Road Safety Rallies are organized by NSS unit time to time.

Every department of the college constantly motivates students to take up various extension activities which develop social responsibilities among them and also help in developing sensitivity towards social and community issues.

File Description	Document
Provide Link for Additional information	[View Document](#)

3.4.2 Awards and recognitions received for extension activities from government / government recognised bodies

Response:

NIL

3.4.3 *Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.*

Response:

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

2021-22	2020-21	2019-20	2018-19	2017-18
7	3	10	5	4

File Description	Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.5 Collaboration

3.5.1 *Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.*

Response:

File Description	Document
Institutional data in the prescribed format	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

To keep pace with growing demands of higher education, the college has significantly enhanced the infrastructure. A provision of expenditure in the budget is made annually for maintenance and replenishment of physical facilities which will ensure their availability on a continual basis.

Classrooms: 21 classrooms are there in our college including 9 smart class rooms which are well equipped with CCTVs, computer panels and projectors and USB.

Labs: There are 8 labs in total (1 Physics lab, 1 Chemistry lab, 1 Geo lab, 1 Psycho lab,1 Home Sc. lab, Fully air conditioned commerce lab equipped with 21 computers, head phones and digital board with projector, Computer lab with 18 computers in working condition and equipped with printers, speakers and internet facilities and Language lab with 25 computers, white projector board and speakers)

Sports room with gymnasium: A well-equipped Gymnasium Hall with built up area of approximately 36"-9"*75"-6" sq. ft at 1st floor with 6 Gym stations 2 treadmills & 3 cycles.

Conference Room: College has a digital air-conditioned conference room which is utilized around the year for various extension lectures on different topics for students.

EDUSAT Room: College has an EDUSAT room with modern amenities such as projector, interactive board, computer panel and CCTV.

Library: College has well-furnished and automated library having 5702 books with seating capacity of more than 150 students, 5 monthly magazines and 5 daily newspapers.

Multipurpose Hall: The auditorium is fully air-conditioned having area of 45"-9*80"-8" sq. ft. with a big stage and seating capacity of more than 600 where various academic, cultural and sports activities are organized.

Girls Common Room: There is a girl's common room in college, where the girls can sit in their free periods.

1 **N.S.S. Room, 1 Women Cell Room, 1 Placement Cell Room, 6 Departmental Rooms, 1 Principal Room, 3 Administrative Offices, 1 P.I.O. Room, 1 Staffroom ,1 Pantry Unit , 1 first aid room and 1 IQAC/NAAC room are** also there in our college.

The institute is dedicated to offer health benefits to students through games. Standing cycles, treadmills, weighing machines and abdominal press machines are available in sports room. College has sports facilities like badminton, table tennis, carom, chess, hand ball, iron pointer, javelin throw, shot put, discus throw, high jump etc. Dias mike arrangements, podium, banners for felicitation during annual meet are arranged by the institution. Refreshment is provided to all participants during various sports events. Winners are felicitated with cash prizes. Students who represent college at university level or state level are financially supported by the college by providing them TA/DA. Trainers are invited in the institute during NSS camps to teach yoga to students. Yoga mats are also provided by the institute to students.

To encourage cultural activities every year "Talent Hunt" is organized in which students participate in different activities like dancing, singing, mimicry, poetry, mime and skit etc. The institute organizes many competitions like dance, song (group and solo), essay writing, debate, poster making, rangoli, best out of waste and clay modelling etc. Annual cultural fest is organised every year in the college for the students.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2 *Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years*

Response:

4.1.2.1 **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
4.329	2.0577	148.5151	3.85713	25.9366

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.2 Library as a Learning Resource

4.2.1 *Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students*

Response:

Library is a collection of sources of information and similar resources, for references or borrowing. It provides physical or digital access to material. A library's collection includes books, newspapers, prints, documents, e-books, data bases and other formats.

Sydney Sheldon perfectly describes, "Libraries store the energy that fuels the imagination. They open up windows to world and inspire us to explore and achieve and contribute to improving our quality of life."

As gateways to knowledge and culture, libraries play a fundamental role in society. The resources and services they offer create opportunities for learning, support literacy and education and help in shaping new ideas and perspectives that are central to a creative and innovative society.

Our college has a well-furnished and well-maintained library in main building premises on third floor. Library is equipped with ICT facility and 150 seating capacity. Library is automated with subsystems and airy hall.

College library has 5702 books (text books and other books), 5 monthly magazines and 5 daily newspapers. Library at present is using software "Soul Version 2.0" state of the art integrated library management software designed and developed by the INFLIBNET centre Ahmedabad. It is easy to operate and requires less programming/computer skills with pre requisite of nominal data. It is one of the latest library management software technologies that serve its user more efficiently with:-

1. Browser based access
2. Improved user friendly OPAC interface
3. Easing out import/export of data
4. Quick report generation in different formats etc.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection *Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words*

Response:

With the increasing demands for internet access in educational campus due to evolving standard of education and flexibility offered by the internet, universities, colleges, educational institutes etc. are keenly stepping forward to setup secure and stable wired or Wi-Fi network campus for their students. Laying complete network with different vendor solution would be very costly effort and difficult to manage while technical issues. A new establishment and being a small college like us require cost effective comprehensive solution that offers all the advanced facilities and features in single platform with single point of contact for technical support.

Currently our college is using BSNL fiber optic 100 MBPS from BSNL exchange, Bahadurgarh, Main Rohtak Road.

College has also developed its website to maintain transparency and to make a public institution in real sense. College shares its main events and activities, whether it is at college level or department level on its website. In spite of this, college also shares its news, notices, timetables, lesson plans, programmes and course outcomes, academic calendar, reports of various cells and annual report of the college. One can also see the pictures of campus area and main events of the college, on college website which shows that college is well evolved in extra-curricular activities. There is a provision of student's feedback and grievance on website. Website also shows the details of faculty members and non-teaching staff members.

File Description	Document
Upload Additional information	[View Document](#)

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

Response:

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 64

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	<u>View Document</u>
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	<u>View Document</u>
Provide Links for any other relevant document to support the claim (if any)	<u>View Document</u>

4.4 Maintenance of Campus Infrastructure

4.4.1 *Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)*

Response:

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)**

2021-22	2020-21	2019-20	2018-19	2017-18
0.05	0	.03658	0	.095

File Description	Document
Institutional data in the prescribed format	<u>View Document</u>
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	<u>View Document</u>

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 *Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years*

Response:

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
246	207	167	209	192

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.2 *Following capacity development and skills enhancement activities are organised for improving students' capability*

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

Response:

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response:

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

2021-22	2020-21	2019-20	2018-19	2017-18
70	0	477	741	659

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4 *The institution adopts the following for 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:

File Description	Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2 Student Progression

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response:

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
30	21	7	5	0

5.2.1.2 **Number of outgoing students year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
102	105	70	66	66

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	**View Document**
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	**View Document**
Institutional data in the prescribed format	**View Document**
Provide Links for any other relevant document to support the claim (if any)	**View Document**

5.2.2 *Percentage of students qualifying in state/national/ international level examinations during the last five years*

Response:

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	**View Document**

5.3 Student Participation and Activities

5.3.1 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) during the last five years

Response:

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

2021-22	2020-21	2019-20	2018-19	2017-18
5	0	0	0	0

File Description	Document
Upload supporting document	View Document
list and links to e-copies of award letters and certificates	View Document
Institutional data in the prescribed format	View Document

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

Response:

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
4	0	4	5	2

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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 association is dedicated to bringing together the alumnae on a common platform to share their memorable experiences with old friends, classmates and teachers. The aim of association is to provide a vibrant, global network and forum that connects and engages the alumnae with their Alma Mater. We took the initiative and got registered our alumnae association, "Alumnae association of Govt. college for Women, Bahadurgarh" on 10 Jan, 2022.

Its registration no. is 00003.

We have started our journey for destination of following objectives:

- To establish a regular contact between institutions and pass out students.
- To get the valuable advices or suggestions of alumnae in overall development of college.
- To utilize the rich experience of old students of the college for the benefit and progress of the present students.
- In order to foster a warm relationship, the college maintains regular contact with alumnae and former faculty.
- To promote campus placements through old students working in reputed industries in India.

To bridge the gap between alumnae and college, the college organized alumnae meet on 1 May 2022 in which more than 100 alumnae participated with zeal and enthusiasm. This meet was a great success not only in terms of members who attended but also who have distinguished themselves in different fields came together to exchange views about their career and life journey for benefit of students.

File Description	Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 *The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.*

Response:

Vision: - The Vision of college is to become a college of excellence by imparting quality education to girls in various fields by creating an environment for the holistic development of students and imbibing values so that they can achieve success in their academics, career and life.

Mission: - The Mission is to provide quality education to girls and enhance their knowledge and skills by providing them adequate learning facilities in a healthy environment.

Since the college is a state government institute, it abides by all rules and regulations formulated at the top level and are governed effectively in tune with the well thought out vision and mission of imparting quality education to girl students. There is a perfect hierarchy in the management of the college. The college functions as per the directions of DHE and University under the guidance of Principal. An institutional perspective plan has been developed by the college to achieve the mission and vision of the college. At the top level there is Principal Secretary of Higher Education, Government of Haryana. Then, there is Director of Higher Education, Government of Haryana. At next level, is affiliating university i.e. Maharshi Dayanand University Rohtak. After that Principal is the head of the college. Various committees are formulated by the Principal for smooth functioning of the college and to create an participative and interactive environment. The opinion of all staff members is important. The College Council consisting of senior members participate in all decisions for smoothly running the academic session. IQAC cell is also there to maintain the quality benchmark of academic and administrative activities. To manage the financial matters of the college duties are assigned to senior faculty member named as Bursar. Each committee has a co-ordinator/convenor and members of teaching/non-teaching staff . The committees are given complete freedom to carry out the duties assigned under the directions of the coordinator. Various committees such as admission, time table, workload, discipline, purchase, prize, decoration etc. looks after various functions of the college, Various cells are also constituted in the college through which activities are carried out for the benefit of students such as Women Cell, NSS, Sports Cell, Cultural Cell, Placement Cell etc. The objective of all the departmental and cell activites is to promote interactive environment and overall development of the students with a strong value system.

Hence to achieve the mission and vision of the college and to implement the institutional plan the Principal and faculty are actively involved in the decision-making process to give a boost to the effective governance of the college. All the committees works for smooth running of the college by proper implementation of the plans. All the institutional practices are implemented through well thought decentralised and participative processes.

File Description	Document
Upload Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 *The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc*

Response:

The GCW Bahadurgarh has made significant progress in providing quality education for students' overall development, under the leadership of a visionary principal. The college administration, faculty, students, and non-teaching staff work in harmony under the policy guidelines of the Department of Higher Education of the Government of Haryana, which provides financial, logistic, and expert support. The policies are aimed at providing opportunities for holistic development. The administrative structure is transparent and well-defined to avoid any ambiguity in the working of different functionaries. The Principal is the head of the institution and works under the overall supervision of the DGHE of Government of Haryana. The empowered College Council, headed by the Principal, decides on different issues of the college. Committees work independently under the overall supervision of the Principal. Teaching departments are headed by the Head of the Department, who coordinates teaching activities in consultation with other teachers. Designated cells' activities are coordinated by the respective committees and students' representatives. The non-teaching staff members are supervised by the respective heads. The college follows detailed procedural rules and regulations decided by the government and the affiliating university. The college frames some rules for daily conduct of activities. The appointment rules are transparent and appointments are made on merit following a procedure. The service rules are uniform and decided by the government, while for teachers, they are reframed following the UGC guidelines. The college's administrative set-up, policies, and procedures ensure clarity, transparency, and efficiency, visible in its effective and efficient daily functioning.

The college has regularly enhanced infrastructure and developed capacities for teaching and learning process in accordance with the changing academic and social environment by making college equipped with ICT facilities so that students can have access to all e-resources like Digital Labs and smart classrooms. For infrastructural growth of the college the budgets are allocated by the government which is divided among different departments of practical subjects for maintaining labs, building, library, sports ground, sports room etc.

File Description	Document
Provide Link for Additional information	[View Document](#)

6.2.2 *Institution implements e-governance in its operations*

    1. Administration

> **2. Finance and Accounts**
> **3. Student Admission and Support**
> **4. Examination**

Response:

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1 The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

Performance appraisal of teaching/non-teaching staff of the college is done by DGHE through the principal as per Haryana Government Rules. The principal observes the working of the teaching/non-teaching staff and sends a report to DGHE Haryana.

One of the mandatory measures for the performance appraisal of teaching staff is the Annual Confidential Report (ACR), in which they must provide information regarding their teaching activities, such as classes taught, university results, application of new teaching methods, and research work conducted throughout the year. The report also includes information about in-service training completed, extra classes taken, and contributions made to the college in different committees. Additionally, teachers must provide the number of days they spent in the college for teaching, evaluation, examination work, and other related activities. To be promoted, teachers are required to achieve a minimum Academic Performance Indicator (API) score, which is verified by the college's Principal and sent to the DGHE, Haryana for approval of senior or selection grade.

The same kind of evaluation proforma is filled by non-teaching staff to evaluate their performance on the basis of duties assigned, their ability to get along with other staff, punctuality, discipline, devotion to duty, general intelligence and keenness to learn, knowledge about department, branches and office procedure, proficiency in Hindi, stay at headquarters after closing office, knowledge of rule and regulations and instructions.

Since, it is a government college; it follows all government rules regarding welfare schemes for teaching/non-teaching staff, which are:

1 Duty leave- Such leaves are granted to the teacher for performing Exam duties, attending seminars/ conferences/ workshop/orientation and official meeting etc.

2. Earned leave- 10 EL per year are allowed to employee and an employee can have a maximum of 300 EL credited to his/her account during the complete tenure of service.

3. Child Care leave to women employees- This leave is granted for period of maximum 2 years for taking

care of their child.

4. Casual leave/ Restrictive holidays- 12 CL,3 RH are permissible as per calendar year to male candidates in the initial 10 years of service after that number of CL increases to 20. Females are allowed 20 CL and 3 RH.

5. Children Education Allowance- Regular employees are granted an amount of Rs **13500/-** per year per school going children as reimbursement of tuition fees, books etc.

6. Ex-gratia scheme- In any unfortunate case of death of staff, the family of the staff is protected by the scheme of family pension and/or job in the department to any of his/her dependant as per Haryana government.

7. GIS- Each Regular employee is covered under GIS by paying a premium Rs 60/ per month.

8. Loan for the purchase of vehicle i.e. scooter /Car and house building Advance is granted as per government approved interest rate.

9 L.T.A-As per Haryana government rules each employee is granted one month's salary (Basic+DA) every four years for travel to places within India with their families.

10. Medical Reimbursement-The bills of indoor treatment are reimbursed as per Haryana Government rules.

11. Pension Benefit: Faculty appointments prior to 2004 are eligible for pension benefit on retirement while those appointed after 2004 are covered under NPS.

File Description	Document
Provide Link for Additional information	[View Document](#)

6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response:

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**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document

6.3.3 *Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years*

Response:

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1	6	26	17	5

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
01	03	11	07	02

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

The main source of funding of the college is grants received from DHE and fund/fees collected from

students. The college ensures proper utilization of resources through combined efforts of Principal, Bursar and Convener of the concerned committee.

1. Library Grant: The grant is used to purchase books, journals, magazines and infrastructure for the library.

2. Lab Augmentation Grant: The Principal distributes the grant among various departments to upgrade the labs as per their demands.

3. Science Exhibition: This grant is utilized for preparation of models in practical subjects like Physics, Chemistry, Botany, Zoology, Geography, Psychology, Computer Science and Home Science.

4. Material & Supplies grant (M&S): The grant is used for the development and augmentation of infrastructure.

5. Placement Cell Grant: The placement grant is divided into two parts , honorarium and M&S. The grant is utilized for the payment of honorarium to resource persons invited for career guidance to students and purchasing books. Other Part of the grant is used for augmentation of Placement Cell.

6. Woman Cell Grant: This grant is for welfare of girl students. A female helper can be hired from the grant. The fund is divided into two parts honorarium part is used for making payment to resource persons invited for conducting workshops, delivering extension lectures for benefit of students and other part is used to purchase utility items for girls' common room.

7. Sports Grant: This grant is used to motivate students to actively participate in sports activities by giving prizes, certificates and refreshment.

8. Cultural Grant: Students are selected through Talent Hunt and prepared for youth festival. They learn about their culture by participating in such events which ensures their all-round development.

9. NSS Grant: The grant is used for refreshment and arrangements of stay back of NSS students at the selected site during the NSS Camps.

10. Office Expense grant: The OE Grant is utilized for smooth functioning of the office.

11. Earn While You Learn grant: The grant is utilized to pay incentives to the students for assistance in administrative work.

Internal and external financial audit implies checking of books of accounts ,related bills and other document to correctly estimate their accuracy, completeness and regularity. There are two types of audits conducted by the college.

1. Internal Financial Audit is inspection of Fund cash book having Computer fund, I-card fund, amalgamated fund, magazine fund, electricity fund, students' union fund, health fund, house exam fund, library fund etc. They check the accuracy of all the funds mentioned in vouchers. The statement of income and expenditure are mentioned separately in Fund cash book.

2. External Financial Audit is conducted through the audit cell of the auditor from principal account

general of Haryana Chandigarh. The auditors visit the college physically to inspect government grant cashbooks and grants allotted to the college by directorate of higher education Haryana. The auditors visiting the college for audit are from DG Haryana, on the directions of Government of Haryana.

File Description	Document
Provide Link for Additional information	[View Document](#)

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The College Internal Quality Assurance Cell (IQAC) is working in close association with college administration, faculty, non-teaching staff and other stakeholders to maintain high quality standards of education in the institution. It has been constantly striving to achieve qualitative benchmarks since its formation and is instrumental in institutionalizing quality assurance strategies and processes in college functioning. The IQAC regularly assesses the college activities and facilities and suggests accordingly the areas where further betterment can be planned. Its suggestions incorporate almost all the necessary aspects related to college functioning.

IQAC works to improve quality of teaching:

- Suggests to improve teaching learning environment.
- Works as advisory committee in various cells like women cell, NSS, cultural cell etc.
- Encourages staff for research work.
- Development of infrastructure in college campus for staff and students.
- Collection and analysis feedback from various stakeholders e.g. teachers, students and alumnae. After analysing feedbacks, IQAC implements suggestions collected through feedback forms.
- Reviews Teaching/ Learning Processes:
- IQAC verifies API proformas filled by the staff. API proforma is filled by the teachers on the basis of number of classes taught out of total classes assigned, involvement in the University/College students related activities/ research activities including administrative responsibilities such as head or co-ordinator, examination and evaluation duties assigned by the college/university or attending the examination evaluation paper, student related co-curricular, extension and field based activities such as student club, career counselling, study visits, student seminar and other events, cultural, sports, NCC, NSS and community services, organising seminar/conference/workshop, other college/ university activities, evidence of actively involved in guiding Ph.D. student, conducting minor or major research projects sponsored by national or international agencies and publication in single reviewed or peer reviewed or UGC list of journals.

File Description	Document
Provide Link for Additional information	**View Document**

6.5.2 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**
5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response:

File Description	Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	**View Document**
Link to Minute of IQAC meetings, hosted on HEI website	**View Document**

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years. *Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words*

Response:

College takes proactive steps to ensure that all of its members are in a gender-sensitive, gender-equal, and safe environment. College strictly enforce regulations against harassment, racial and gender discrimination, and ragging. Students are urged to become socially conscious and acquire self-defense techniques arranging programmes and lectures on the topic of harassment to raise awareness and ensure the safety of women.

Safety and Security and Counselling: The campus has a 24 x 7 security system and enforcement of discipline and student safety is under direct purview of the Principal office, which coordinates through installation of CCTV cameras at the entry and various places in campus. Entry in to the campus is strictly restricted and allowed after proper verification. The collaboration of police is sought through deployment of anti-eve - teasing team/ Durga Vahini wing of police for the safety of girl students. Students are encouraged to download Durga Shakti App in their phones so that they can take help during difficult situations. Discipline Committee is constituted to ensure discipiline in the college. Ragging in any form is strictly prohibited in the campus and is strictly observed by Anti-ragging committee. Various Cell/Clubs organizes regular workshops, extension lecture on stress management, women centric self defense training Programmes and career guidance programmes on regular basis. Mentorship classes are organized in the college for the counseling of students and to counter their problems. The college adopts zero tolerance policy against sexual harrasment. The college has anti sexual harrasment committee/internal complaint committee to deal with the problems related to sexual harrasment. The contact numbers and details of the ICC Coordinator and other committee members are displayed on various places in the college campus and are uploaded on the college website also.

Various co-curricular activities are organised in the college to promote gender equality and to empower women. Women cell of the college hold frequent meetings and lectures about women empowerment, child rights and protection and personal hygiene so that they can stay healthy and avoid severe diseases. To make them aware about legal rights of women seminar were organized by Women Cell. NSS unit of the college organises various activities regarding gender discrimination and sexual harrasment, bal vivah and dowry system. To spread awareness on health & hygiene the college organises Health Check up Camp. During these camps various diagnoostic tests are carried out such as sugar test, H.B Test , B.P Test of the students.

File Description	Document
Provide Link for Additional information	[View Document](#)

7.1.2 The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response:

File Description	Document
Geo-tagged photographs/videos of the facilities.	[View Document](#)

7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response:

7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Institution provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic diversities. Diversity challenges stereotype preconception, it encourages critical thinking, and helps students learn to communicate effectively with people of varied background. It strengthens communities and the work place. The diversity in India is unique being a large country with large population. India presents endless varieties of physical features and cultural patterns. It is the land of many religions of the world. We believe in unity in the diversity that's why our students respect the different religion language and culture. We feel the college is our second home and all faculties are like family members. We greet and wish each other at different festivals and invite them to have a feast to get introduced with one's culture to have amicable relations and to maintain the religions, social and communal harmony. Similarly our students also celebrate different festivals with joy and enthusiasm which help them to implant the social and religious harmony. Different sports and cultural activities are organized inside the college to promote harmony, towards each other. Annual Athletic Meet, Women's Day, Yoga Day, Hindi Day, Constitution Day along with many regional festivals such as Lohri, Makar Sakranti, Teej and Rakhi are celebrated in the college. This establishes positive interaction among people of different racial and cultural background.

Our institute organizes various activities to sensitize students and employees to the constitutional

obligations: values, rights, duties and responsibilities of citizens. Our constitution provides for human dignity, equality, Social Justice, Human Rights and Freedom, rule of law, equity & respect and superiority of constitution in the national life. As ours is a women college so to bring awareness among students every year a program is conducted by college's legal cell in which very prominent law personal are invited. These legal Awareness Programs helps our students to define their role in the social upliftment of the country and individuals on the whole. To bring sensitization towards constitutional duties various activities, quizzes, rallies and march are conducted by our college. A grievance redressal Committee is also established in the college which deal with grievances without accounting for anyone's racial or cultural background. Every year on 25th January on the occasion of National Voters Day a pledge program is organized for students and faculty members. Various activities are also performed by college in making students aware to prepare their voter card as well as to make them exercise their right to vote. Republic Day and Independence Day are celebrated every year by organizing activities highlighting the importance of Indian constitution. Annual athletic meet is held every year in which all the students and staff take part regardless of their region/class in the society.

File Description	Document
Provide Link for Additional information	[View Document](#)

7.2 Best Practices

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

Response:

Best Practice -1

 Title: - Use of Smart Technology with Eco- Friendly Attitude/Green initiative

 Objectives of the Practice

 Smart Technology helps in the holistic development of the students in the present challenging and competitive scenario of the society.

The main goals of the practice are:

- To enhance the healthier and greener ambience of the Institution for the students with their positive inclusion and consistent efforts.
- To teach the students about using smart technology in an environmentally beneficial way.

- By circulating official notices through whatsapp groups, the college will promote a paperless work culture.
- To instill in the students the idea that "Save Earth, Save Life" applies to all aspects of life.

The Context

An educational Institution serves at its best capacity when it is nurtured by a natural environment full of beautiful landscapes, lush green lawns and a good cover of trees to provide ideal shade and sitting area along with other basic facilities essential to impart holistic education to the students. Our Institution has always emphasized greatly on nurturing a beautiful green landscape dotted with a wide variety of trees.

The Practice

The contribution of students and the staff in consonance with the visionary leadership of the principal has been the major contributing factor in the maintenance of these beautiful landscapes. Faculty and students participate actively in tree plantation drives every year. Student Club take care of these plants by keeping an eye on their regular watering, by fencing them from any outside damage and also ensuring proper nutrition from time to time. Various environmental awareness rallies are organized by N.S.S. wings to spread the message of need of environmental conservation and importance of growing more trees for our own sustainability. Eco club and beautification of campus committee has also been formed to look after the requirement of new plants and to provide all the necessary implements used by the gardeners in order to maintain the beauty of these lawns and landscapes.

- To introduce students to the digital world, the institute has built smart classrooms, computer labs.
- The environmental studies Paper is mandatory for all first year students to make them conscious about environmental issues.
- NSS units offer numerous activities to educate the students about the current environmental requirements.

Evidence of success

- Cemented benches have been installed in these lawns on the periphery in order to create nice, shaded and cool sitting space for the students to have gathering in their leisure time.

- Biometric attendance, an electronic salary system, and digital administrations are being used in the college.
- Social apps are used to connect teachers and students.

Problems Encountered and Resources Required

- Since the students come from remote areas without smart phones or internet connection, it is quite challenging to teach them how to use the internet.
- Both the lack of internet access and the slow Wi-Fi are major issues with smart boards.
- Green campus initiatives are challenging and require determination and long term assurance from all the stakeholders of the Institutions. Sufficient manpower is not available in the college for maintenance of lawns.

Best Practice - 2

Title: -A help to Nature – By arranging water and feeding facility for Birds

Objectives of the Practice

In the burning heat of summer season water become the most important part of our life. We can arrange or access water easily whenever we need it but the birds do not have such liberty or power. The main objectives of this practice are:-

- To save birds as in the summer season birds struggle with heat and many will die due to rising temperatures, scarce water bodies and fewer trees in the city as the sun beats down.
- To imbibe moral values, create awareness about duties and responsibilities towards the nature and develop an attitude of concern towards creatures among students.

The Context

It is unfolded truth that giving water and food to the helpless creatures is the real service and institutions who adopt such practices create values of humanity & morality among students and activates good potential in the students and the staff who in turn generate positivity and receptivity in imbibing the best values and qualities thus contributing immensely in the growth of their own self as well as of the institution.

The Practice

The main factor in the implementation of this practice was the contribution of the teaching staff in accordance with the principal's visionary leadership. All Teaching Faculty contributed fund for purchasing required material such as Bowl & Feed for implementing this practice. College has a strong network of NSS Volunteers, Youth Red Cross Club, ECO club and various student centric clubs and cells. These students participate actively to fill up water bowls with clean drinking water also make sure to clean these bowls at regular intervals. Students take care of these bowls by keeping an eye on their regular watering and filling bowls with feed also by fencing them from any outside damage as these bowls are destroyed by monkeys and stray dogs. Eco club has also been formed to look after the requirement and to provide all the necessary material in order to maintain this practice.

Evidence of Success

Adoption of this practice brought a significant behavioural change in the student's attitude towards the birds and also made them sensitive to nature and learns the hidden secrets embedded in the natural phenomena. Students feel more connected with nature to see various kinds of existing fauna like parrots, tree pie, sparrows, peacock, pigeons and cuckoo etc.

Problems Encountered and Resources Required

The main problem encountered in this regard is that monkeys and stray dogs destroy the bowls and the students efforts are not enough for maintenance of this practice. To cope up with these problems broken bowls are replaced with the new ones. The water bowls are now fixed on high paltforms to save it from breakage. The NSS, YRC, and Eco Club and Student Club volunteers maintain the pratice.

File Description	Document
Best practices as hosted on the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

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:

G. C. W. Bahadurgarh is beacon of hope and empowerment for women from all strata of society across Haryana in the field of Higher Education. Within traditional education framework, the college also focuses on cultivating personal life skills in students such as self-reflection, self-discipline, critical thinking, artistry problem solving and interpersonal skills. It helps students to reach their full potentials and to prepare them for the challenges of everyday life. The Institute focuses keenly on the holistic development of students and provides them with every opportunity and resource to facilitate their overall development. This is one of the most distinctive features of the Institute. In this direction, the college organizes a number of programmes every year. The purpose of the activities is to develop the personality of the students, inculcating values and developing vocational skills.

Placement Cell of the college provides assistance and guidance to students to think out of the box as it conducts Webinar, Seminar, Personality Development Programmes, Extension Lecture on Career opportunities in Banking Sector, Lecture on Importance of Management in Life, Workshop on Career Guidance and Counselling, Art & Craft Workshop. Placement Cell organizes these activities and seminars to aware students about employment opportunities, how to qualify competitive exam without any coaching just by proper management of time and importance of management in all spheres of life and Work Culture.

Women Cell of the college aims at empowering and orienting women to recognize their true potential and to help them attain their own stand in a competing world. Its goal is the overall development of the women in all spheres of their life. To achieve this purpose, women cell organizes various activities such as seminar & lectures on women empowerment, personal hygiene, self-defence training workshop, fitness and wellness workshop, health check-up camp and yoga camp etc. The main purpose of these Seminars, Workshops and Camps is to spread awareness about the social, legal & constitutional rights and to enhance self-esteem and self-confidence among the students. The main purpose of health camps & Yoga Camp is to spread awareness on health & hygiene, and to understand the challenges that young girls might be facing due to lack of resources in their villages. These help them to build self-confidence, be self-aware and to develop the ability to self-management.

NSS Unit of the College aims at developing the personality and values of the student through voluntary community service and to develop a sense of social and civic responsibility. NSS Unit organizes various lectures and camps on the issues such as "Gender Discrimination & Sexual Harassment, importance of trees in life, importance of sports in education sector, importance of balanced diet, stress management, women empowerment, social problems such as "Bal Vivah, Dowry System, female foeticide" and road safety & traffic rules and regulations etc.

Youth Red Cross Club of the college focuses on instilling sense of co-operation, protection of health and service to the sick and suffering. Youth Red Cross Club organizes activities such as Free Health Check-up Camp, Yoga Camp, First Aid training, Poster Making & Slogan Writing competitions on promotion of Health & Hygiene, AIDS awareness, avoidance of drugs, national integration, community service and various lectures on stress management, road safety and importance of balanced diet in life etc.

Sports club of the college encourages and motivates students to involve in various sports activities at both inter and intra college level. Sports club focuses on developing positive attitude, self confidence, courage & patience among the students. Through sports activities students are making their lives as pleasant as they like as well as they are moving ahead in their future career in sports and other than sports. Our institute has a playground as well as sports room for various indoor and outdoor games such as badminton, volley ball, table tennis, chess, carom etc. The College also provides facilities of physical fitness equipment like treadmill, cardio and cycling. Many of our girl students represent the college at district and state level in various events and bring glory to the Institute. Every year Annual Athletic Meet is held in the college which helps the students to learn team work, cooperation, co-ordination and social interaction. Sports not only contributes in shaping their personality but also improve their academic performance.

Cultural Club of the college aims to promote exposure and increase awareness of students towards finer arts of the world. Participation in cultural activities results in enhancement of the personal skills and experiences like confidence, self-presentation, team work and collaboration, time management, organizational skills, self-awareness, self-discipline, open mindedness to move beyond boundaries and experiment with different ideas, communication skills, the ability to cope with criticism and gain experience resulting in a whole new developed, changed and an improved person. Every year Cultural Club of the college organizes talent hunt programmes and various cultural programmes having different themes to inculcate these values and skills among the students.

The college takes pride in empowering its girl's students through value education by shaping their aspirations and long cherished dreams, thus enabling them to keep pace with rapidly changing times. The institute strive for excellence by ensuring a trinity of superlatives – the students, the faculty and the infrastructure thus creating a congenial and conducive environment to grow.

File Description	Document
Any other relevant information	[View Document](#)

5. CONCLUSION

Additional Information :

Despite facing various challenges such as lack of seriousness among students, inadequate parental support, and a general lack of basic knowledge, the college remains committed to promoting the education of girls. The college prioritizes the overall development of students by encouraging their participation in all activities. The focus is on improving the knowledge base of students while instilling values and ethics that promote their personal growth.

The college places a strong emphasis on discipline, both within and outside the classroom, with all curricular and extracurricular activities being conducted in a structured and disciplined environment. The safety and well-being of the girls are the topmost priorities of the college.

In order to support and assist students in overcoming the challenges they may face, the college maintains an open-door policy that encourages students to discuss their problems with their teachers and the principal without any hesitation or fear.

Despite the challenges faced by the college, it remains committed to improving the education of girls by providing them with a nurturing environment in which they can thrive. Through its efforts, the college is contributing to the overall development of the girls and helping them build successful careers in their chosen fields.

Concluding Remarks :

The college is committed to provide comprehensive education to its female students . All the cells and departments are working diligently to fulfil this mission. The faculty is highly qualified and dedicated to enhance their skills through Faculty Development Programmes (FDPs). The college aims to continue to develop and flourish with the guidance and support of the Department of Higher Education and the affiliating University.