

## **The Annual Quality Assurance Report (AQAR) of the IQAC** *(For Affiliated/Constituent Colleges)*

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. The AQAR period would be the Academic Year. (For example, July 1, 2017 to June 30, 2018)

### **Part – A**

#### **Data of the Institution**

*(data may be captured from IIQA)*

- |  |  |
|--|--|
| 1. Name of the Institution   | Sh. L. N. Hindu College, Rohtak                                      |
| • Name of the Head of the institution :  | Dr. Vijay Kumar  |
| • Designation  | Principal  |
| • Does the institution function from own campus:                                       | Yes  |
| • Phone no./Alternate phone no   | 01262-265345   |
| • Mobile no.   | 9888754193   |
| • Registered e-mail  | hindu_bca@yahoo.com  |
| • Alternate e-mail   | iqacln@gmail.com   |
| • Address  | Bhiwani Road, Rohtak   |
| • City/Town  | Rohtak   |
| • State/UT   | Haryana  |
| • Pin Code   | 124001   |
| 2. Institutional status:   |  |
| • Affiliated / Constituent:  | Affiliated   |
| • Type of Institution: Co-education/Men/Women  | Co-education   |
| • Location : Rural/Semi-urban/Urban:   | Urban  |
| • Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing (please specify): | Grants-in aid/ugc2f and (12B)  |
| • Name of the Affiliating University:  | M. D. University, Rohtak   |
| • Name of the IQAC Co-ordinator :  | Dr.(Mrs.) Neelam Maggu   |
| • Phone no. :  |  |
| • Alternate phone no.  |  |
| • Mobile:  | 8168413768   |
| • IQAC e-mail address:   | <a href="mailto:iqacln@gmail.com">iqacln@gmail.com</a>               |
| • Alternate Email address:   | <a href="mailto:neelam.maggu5@gmail.com">neelam.maggu5@gmail.com</a> |

3. Website address:

www.lnhinducollege.com

Web-link of the AQAR:

(<http://lnhinducollege.com/wp-content/uploads/2018/05/Internal-Quality-Assurance-Cell-IQAC-and-submission-of-Annual-quality-assurance-report-AQAR-in-accredited-institution-25.09.17-1.pdf>):

4. Whether Academic Calendar prepared during the year? **Yes**, if yes, whether it is uploaded in the Institutional website:

Web link:

www.lnhinducollege.com

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 <sup>st</sup> Cycle	B++	80.2%	2003	10 Years
2 <sup>nd</sup> Cycle	B	2.74	2016	5 years
3 <sup>rd</sup> Cycle				
4 <sup>th</sup> Cycle				
5 <sup>th</sup> Cycle				

6. Date of Establishment of IQAC

DD/MM/YYYY: **18/07/2010**

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
Extension Lecture on Personality Development	11/08/18	210
Motivational Lecture on Prevention Suicide	10/09/18	270
Extension Lecture on 126 <sup>th</sup> Anniversary of Swami Vivekananda Chicago Speech	11/09/18	252
Extension Lecture on Women Empowerment	29/09/18	152
Rally on International Girl Child day	12/10/18	225
National Seminar on Road Safety : An Issue of National Concern	29/01/19	262
Quiz Competition under Legal Literacy Cell	13/12/18	151
Extension Lecture on Valuable Social Teaching	18/12/18	200
Extension Lecture on Green Energy	26/03/19	272

**Quality Assurance initiatives of the institution are:**

- Regular meeting of Internal Quality Assurance Cell (IQAC) :- **Yes**
- Timely submission of Annual Quality Assurance Report to NAAC:- **Yes**
- Academic Administrative Audit conducted and its follow up action :- **Yes**
- Feedback from all stakeholders collected, analysed and used for improvements

The college followed a standardized system for collecting feedback from students through suitably designed feedback forms. In addition to the formal feedback system all individual departments had regular student- teacher interactions to discuss academic concerns and related matters where students freely shared their opinions. The emerged opinions were collated and communicated to university departments by college teachers in order to formulate the future course content. Teachers of the college were in constant touch with their parent departments and worked in close proximity with them. Students' council of various departments was also conveyed periodically to plan departmental activities and manage grievances and other such concerns. The Principal also interact with students and other stakeholders to encourage the feedback and make our environment the best possible for our students and staff.

**8. Provide the list of funds by Central/ State Government-**

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount (In Rupees)
Institution	RUSA 2.0	Central / State	2017-18	2 Crore
Institution	Road Safety Seminar	DGHE	2018-19	50,000

**9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: **Yes****

\*upload latest notification of formation of IQAC

**10. No. of IQAC meetings held during the year: **4****

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website.....

Yes/No: **Yes**

(Please upload, minutes of meetings and action taken report)

**11. Whether IQAC received funding from any of the funding agency to support its Activities during the year? **Yes****

If yes, mention the amount: 1, 01,000/- Year: 2018

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

- Brainstorming sessions on improving teaching-learning process and understanding the multiple roles of a teacher in an educational institution were organized.
- Extension Lectures on various topics such as Personality development, Communication skills, Women Empowerment etc.
- Student Counsellors / Mentors were assigned to guide students for their career.
- Proctorial duties were assigned to teachers and students for improvement in college discipline.
- Legal Literacy Cell, Women Cell, Career Guidance and Placement Cell etc. were restructured.

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

<b>Plan of Action</b>	<b>Outcome</b>
Holding of International Seminar	National seminar on Road Safety: An issue of National concern was conducted on January 29, 2019
To Encourage the staff to apply for minor UGC project	Staff was motivated to apply for minor UGC Projects
Completion of the Auditorium at the earliest.	The construction of Auditorium is completed
Starting of new courses B.Sc. (Medical), BJMC	BJMC started in this session and the approval of B.Sc. (Medical) is awaited
To Make Career Guidance and Placement Cell more active	Quiz competitions, seminars and workshops were organised by Career Guidance and Placement Cell.
To encourage the faculty to participate in Seminars/Workshops/conferences etc.	Almost all the staff members participated in various National and International seminars/workshops/conferences
To encourage the use of Audio Visual and other Teaching Aids in classes	Faculty members are making full use of Audio Visual Aids
Regular and Meritorious students' to be awarded	Awards were given to meritorious students of current session
Focus on Sports, Inter-class tournaments etc.	Our sportsmen bagged National and International positions in various tournaments
Classes under 'Super 60' plan to be organized for	Classes under 'Super 60' plan are organised to

enhancing the competitive skills of meritorious students	enhance the competitive skills of bright students
To activate Old Students Association	Old Students' Association sponsored an Inter-College Competition on International Women's Day.
Water preservation	Rain Water harvesting will be carried out by Haryana Police Housing Corporation under RUSA grant.
Motivating for research culture	The Staff Members and students are motivated and allowed to present papers and attend national and international conferences within state and outside the state. Research and Development cell has also been established in the college.

**14. Whether the AQAR was placed before statutory body? : No**

Name of the statutory body:

Date of meeting(s):

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning Yes/No: No Date:**

**16. Whether institutional data submitted to AISHE: Yes/No: Yes**

Year: 2018-2019

Date of Submission: 25/01/2019

**17. Does the Institution have Management Information System? Yes /No Yes**

If yes, give a brief description and a list of modules currently operational.

(Maximum 500 words)

The College is following the Management information system (MIS) by using Computers and Networking in the entire college campus. The College uses the MIS for students' attendance, internal assessment of students, Library Information system and for students data.

## **Part-B**

CRITERION I – CURRICULAR ASPECTS					
1.1 Curriculum Planning and Implementation					
IQAC prepares academic plan of the year. Central time table committee designs Time Table for all UG, PG programs as per university norms. Teachers are informed about their workload and courses for next academic year. This helps them to prepare teaching plan. The lecture plans are prepared by teachers and Academic Head of the college monitor the same. Teachers are expected to execute their course deliverables as mentioned in teaching plan.					
Besides the use of conventional method, various other teaching methods like Quiz, Group Discussion, PPT presentations, Tests, Assignments are used for effective curriculum implementation. Based on semesters wise result analysis of every course, effective measure are suggested by IQAC and remedial lectures are conducted.					
1.1.2 Certificate/ Diploma Courses introduced during the Academic year					
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development	
NO					
1.2 Academic Flexibility					
1.2.1 New programmes/courses introduced during the Academic year					
Programme with Code	Date of Introduction		Course with Code	Date of Introduction	
B.J.M.C	July,2018-2019		51223677	July, 2018	
1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.					
Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
M.Com, M.A(Hindi),M.Sc.(Maths)	-	✓	w.e.f. 2016-17	-	✓
Already adopted (mention the year) 2017-18					
1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year					
	Certificate		Diploma Courses		
No of Students	-		-		
1.3 Curriculum Enrichment					
1.3.1 Value-added courses imparting transferable and life skills offered during the year					
Value added courses		Date of introduction		Number of students enrolled	
English language lab training		2016		20	
Computer training		2008		2185	
Extension lectures during the year		2019		1405	
University Outreach Programme		2017		215	

1.3.2 Field Projects / Internships under taken during the year					
Project/Programme Title			No. of students enrolled for Field Projects /Internships		
BBA 5 <sup>th</sup> Sem.			11		
1.4 Feedback System					
1.4.1 Whether structured feedback received from all the stakeholders.					
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents	
Yes	Yes	Yes	Yes	Yes	
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution?					
The feedback received from the students and stakeholders is analysed by the Concerned Committee. The suggestions are implemented through the staff members at various levels i.e. academic, administrative etc. The students, members are also involved in improving the overall quality of the college through number of activities.					
CRITERION II -TEACHING-LEARNING AND EVALUATION					
2.1 Student Enrolment and Profile					
2.1. 1 Demand Ratio during the year					
Name of the Programme	Number of seats available		Number of applications received	Students Enrolled	
B.A	500		907	500	
B.Com	240		269	158	
B.Sc.	80		74	34	
BBA	120		47	34	
M.Com	60		50	30	
M.A (Hindi)	60		35	24	
M.Sc. (Maths)	60		33	27	
B.C.A	240		53	40	
B.Com (Hons.)	80		153	80	
B.J.M.C.	80		10	06	
B.Com (Voc.)	30		05	00	
M.Com (5 Yrs. Integrated)	60		20	11	
2.2 Catering to Student Diversity					
2.2.1. Student - Full time teacher ratio (current year data)					
Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018-19	2185	149	29(Full time) 27(Self Finance)	10	46

<b>2.3 Teaching - Learning Process</b>					
2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)					
Number of teachers on roll	Number of teachers using ICT ( <i>LMS, e-Resources</i> )	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
55	55	Internet, DELNET	2	2	YouTube videos, On-line lectures, e-books, PPTs etc.
2.3.2 Students mentoring system available in the institution? Give details.					
In this system each teacher is assigned a group of approximately fifty students. The practice is aimed at fostering a better relationship connection between the students and the teachers at a personal level. The practices of mentor system help the mentors to have a comprehensive record of their activities, academic curriculum achievements and problems. This practice has started, recognizing the need for the present day college students to have a friend, counsellor and confidant on campus.					
Number of students enrolled in the institution		Number of fulltime teachers		Mentor: Mentee Ratio	
2334		55		43:1	

<b>2.4 Teacher Profile and Quality</b>				
2.4.1 Number of full time teachers appointed during the year				
No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
32	29	03	01	18
2.4.2 Honours and recognitions received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)				
Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies	
2018	Dr. Vijay Kumar	Principal	Research Paper-Winner at World Championship,2018	



<b>2.5 Evaluation Process and Reforms</b>				
2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year				
Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
As per University Curriculum				
2.5.2 Reforms initiated on Continuous Internal Evaluation (CIE) system at the institutional level.				
<p>It is obligatory on the part of the college to adopt all the evaluation directives laid down by MDU. In the recent year, a lot of emphasis has been laid on continuous evaluation. The college tries to make its assessment system as flexible as possible within the limits laid out by the university, to accommodate individual differences in capacities and means among students. Centralized Sessional Tests were conducted by the Academic Committee of the college for attaining better results in final term / semester. Regular class tests and assignments/ projects were given to students for assessing the performance of the students. Internal assessment was also marked on the basis of same.</p>				
2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)				
<ul style="list-style-type: none"> <li>• In the beginning of the academic session, the students were apprised of academic calendar which was displayed on the notice board at strategic locations.</li> <li>• Only the academic convenor with the permission from the competent authority can incorporate minor changes in academic calendar which may deem fit considering the unforeseen circumstances.</li> <li>• The schedule of all the exams was given in academic calendar.</li> <li>• Assignments were submitted by the students as per the dates notified in the academic calendar.</li> </ul>				
<b>2.6 Student Performance and Learning Outcomes</b>				
2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)				
<ol style="list-style-type: none"> <li>1. The College has clearly stated learning outcomes of the Programs and courses.</li> <li>2. Hard Copy of the Syllabi and learning outcomes are available in the departments for ready reference to the teachers and students.</li> <li>3. Soft Copy of Curriculum and learning Outcomes of Programs and Courses are also uploaded to the Institution Website.</li> </ol>				

2.6.2 Pass percentage of students				
Program me Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
10505	B.Com 5 <sup>th</sup> Sem	188	97	51.59
10505	B.Com (H) 5 <sup>th</sup> Sem.	70	55	78.57
10505	B.Com(Voc.) 5 <sup>th</sup> Sem.	9	9	100
10505	BCA 5 <sup>th</sup> Sem.	36	25	69.44
10505	B.A 5 <sup>th</sup> Sem.	273	44	16.11
10505	B.Sc. 5 <sup>th</sup> Sem.	35	18	51.42
10505	BBA 5 <sup>th</sup> Sem.	11	7	63.63
10515	M.Com. 3 <sup>rd</sup> sem.	27	18	66.66
10515	M.A. (Hindi) 3rd Sem.	14	13	92.85
10515	M.Sc.(Maths) 3 <sup>rd</sup> Sem.	24	4	16.66
2.7 Student Satisfaction Survey				
2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance.				
<b>CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION</b>				
3.1 Resource Mobilization for Research				
3.1.1 Research funds sanctioned and received from various agencies, industry and other organisations				
Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored Projects	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students Research Projects (other than compulsory by the College)	-	-	-	-

International Projects	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-
<b>3.2 Innovation Ecosystem</b>				
3.2.1 Workshops/Seminars Conducted				
Title of Workshop/Seminar		Name of the Dept.		Date(s)
Road Safety: An Issue of National Concern		Multidisciplinary		January29,2019
Personality Development and Interview Skills		Career guidance and Placement Cell		May 22, 2019
3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year				
Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year				
Incubation Centre	Name		Sponsored by	
N.A				
Name of the Start-up	Nature of Start-up		Date of commencement	
N.A				
<b>3.3 Research Publications and Awards</b>				
3.3.1 Incentive to the teachers who receive recognition/awards				
State	National		International	
N.A				
3.3.2 Ph.D's awarded during the year (applicable for PG College, Research Centre)				
Name of the Department		No. of Ph.D's Awarded		
N.A				
3.3.3 Research Publications in the Journals notified on UGC website during the year				
	Department	No. of Publication		Average Impact Factor, if any
		National	International	
	Dr. Vijay Kumar (Principal)		3	
	Commerce	3	14	
	Economics	1	2	
	English	-	9	
	Hindi	1	1	
	Political Science	-	3	
	History	-	3	
	Mathematics	1	2	
	Physical Education	2	-	
	Computer Science	1	-	
Total		09	37	See Annexure-I

3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year						
Department			No. of publication			
English			1			
Commerce			1			
3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
-	-	-	-	-	---	-
3.3.6 H-index of the Institutional Publications during the year. (based on Scopus/ Web of science)						
Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
	-	-	-	-	-	-
3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :						
No. of Faculty	International level		National level		State level	Local level
Attended Seminars/ Workshops	23		66 seminars / 10 Workshops			
Presented papers	23		66			
Resource Persons			12			

<b>3.4 Extension Activities</b>			
3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year			
Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers <b>co-ordinated</b> such activities	Number of students participated in such activities
Blood Donation Camp	NSS & YRC	6	79
Eye check up Camp	NSS & YRC	5	250
Dental Check up	NSS & YRC	3	178
Skit performed on International Youth Day in Gaddi Kheri Rohtak	UOP(University Outreach Programme)	2	15
Awareness about Eye Donation	NSS & YRC	4	122
One Act Play on Haryana Martyrdom's Day in Gaddi Kheri, Rohtak	UOP	3	25
Rally on Girl's Child Day	UOP	7	250
7 Day Camp for NSS and YRC	NSS & YRC	35	140
Extension Lecture on HIV-AIDS	Red Ribbon Club	2	130
Shaheed Bhagat Singh Rally	NSS & YRC	20	252
Swatch Bharat Abhiyan	NSS & YRC	10	80
Gender Issue	Red Ribbon Club	4	122
Road Safety Week	NSS & YRC	6	270
Essay Writing Competition	Red Ribbon Club	2	25
Slogan Writing Competition	Red Ribbon Club	2	40
Extension Lecture	Legal Literacy Cell	5	172
Declamation	Legal Literacy Cell	5	35

Painting Competition	Legal Literacy Cell	5	40
Quiz Contest	Legal Literacy Cell	5	60
Skit Competition	Legal Literacy Cell	5	30
Short Film on Social Issues	Legal Literacy Cell	5	20
Voting Awareness Camp	Legal Literacy Cell	4	110
Voter's card registration Camp	Legal Literacy Cell	4	200
Extension lecture on Anti-Ragging	Anti-Ragging Cell	4	150

**3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year**

Name of the Activity	Award/recognition	Awarding bodies	Date of Award & Category
□□□□□□□□ □□□□□□□□ □□□□□□	Sh. L.N. Hindu college, Rohtak	Indian Red Cross Distt, Rohtak & □□ □□ □□ Social Welfare Society (Regd. 02578)	June 16,2019
25 <sup>th</sup> State level Ambulance Competition	Sh. L.N. Hindu College, Rohtak	St. JOHN AMBULANCE(INDIA) BRIGADE WING, No.24 Haryana	2 <sup>nd</sup> Runner-up Shield in 2018

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

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
Swachh Bharat Internship Programme	NSS	Rally, Cleanliness activities, Awareness camp & Survey, related Painting , Nukkad Natika	10	52
Aids Awareness	Red Ribbon Club	Making Human Chain, Extension lecture, Essay Writing competition, Slogan writing Competition	10	220

Gender Issue	Old Student Ass.	Inter College Competition	20	87
Voter's Awareness Programme	Legal Literacy Cell	Awareness Programme about voting among students	4	110

### 3.5 Collaborations

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

Nature of Activity	Participant	Source of financial support	Duration
-	-	-	-

3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	Participant
-	-	-	-	-

3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
-	-	--	-

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
2,50,00,000	2,50,47,107

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	11.5 Acres	-
Class rooms	29	11
Laboratories	09	-
Seminar Halls	02	-
Classrooms with LCD facilities	01	-
Classrooms with Wi-Fi/ LAN	01	-
Seminar halls with ICT facilities	02	-

Video Centre		-	-			
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.		-	8 A.C's & 6 Tables			
Value of the equipment purchased during the year (Rs. In Lakhs)		1965672				
Others		-	-			
<b>4.2 Library as a Learning Resource</b>						
4.2.1 Library is automated {Integrated Library Management System -ILMS}						
Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation			
KOHA	Partially	16.5.11	2017			
4.2.1 Library Services:						
	Existing		Newly added	Total		
	No.	Value	No.	Value	No.	Value
Text Books	28507	4192219.04	209	57715	28716	4249934.4
Reference Books	580	203815	08	770	588	204585
e-Books	-	-	-	-	-	-
Journals	08	31300	04	7940	12	39240
e-Journals	-	-	-	-	-	-
Digital Database	DELNET	13570	-	-	DELNET	13570
CD & Video	595 (C.D's)	-	-	-	595	-
Library automation	-	-	-	-	-	-
Weeding (Hard & Soft)	-	-	-	-	-	-
Others (specify)	11631	1447487.06	116	61498	11747	1508985.06

<b>4.3 IT Infrastructure</b>									
4.3.1 Technology Upgradation (overall)									
	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	103	03	100mbps	04	03	01	03	100 MBPS	B.Com , B.C.A Computer Lab
Added	-	-	-	4 point	-	-	-	-	-
Total	-	-	-	-	-	-	-	-	-
4.3.2 Bandwidth available of internet connection in the Institution (Leased line)									



BSNL, 100 MBPS			
4.3.3 Facility for e-content			
Name of the e-content development facility		Provide the link of the videos and media centre and recording facility	
-		-	
4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc			
Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e – content
	-	-	-
4.4 Maintenance of Campus Infrastructure			
4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year			
Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
400000	434749	2,25,00,000	2,23,60,019
4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities – laboratory, library, sports complex, computers, classrooms etc.			
Policies for Maintenance		Utilization	
Class Rooms	<p>The college has a infrastructure committee for the maintenance and up keep of infrastructure. At the departmental level, HOD’s submit their requirements to the principal regarding classroom, furniture and others.</p> <ul style="list-style-type: none"><li>• The Solar plant installed in the campus is used to light up the building.</li><li>• Students are sensitized regarding cleanliness and motivated for energy conservation by the careful use of electricity in the class room</li><li>• A complaint register is maintained in the office in which students as well as faculty can register their compliment.</li><li>• With the help of 5 full time sweepers cleanliness of class room maintained. They are well equipped with modern tools of cleaning such as mops, gloves etc.</li></ul>	<p>The Academic Committee of the college constructs time-table in such a way that there is a maximum utilization of infrastructure in classrooms. Our College is having three blocks that’s Arts, Commerce and Science and regular lectures are conducted in morning as well as afternoon sessions.</p>	
Laboratori es	<ul style="list-style-type: none"><li>• The College has ten labs (i.e. One language Lab, One Home Science Lab, Three Computer Labs, 4 Science Labs, Music Lab).</li><li>• The labs are fully equipped and record is maintained by lab technicians which is further checked by the HOD’s of various departments.</li><li>• The calibration, repairing and maintenance of sophisticated Lab equipments are done by</li></ul>	<p>Practical schedule of all the classes are designed in such a way that all students get maximum benefit of the laboratory space and the available resources. Language lab plays a pivotal role in learning the spoken English. The basic proficiency in spoken English is imparted through the language lab. The computers labs serve as the centre for teaching the use of computer to our students and its primary purpose is for academic research, study and class assignments. The fully</p>	

	<p>technicians and service engineers from manufacturing companies .</p> <ul style="list-style-type: none"> <li>There is a systematic disposal of waste of all types such as Bio-degradable and E-waste.</li> </ul>	equipped Home Science Lab acquaints the students for different activities like Cooking, Sticking, Embroidery, Knitting and home management. At our music lab we provide our students a nurturing environment with the very best technical training and performance opportunities.
Library	Our college has a well stocked, air conditioned computerized library with internet facility. The computer data base of books in library makes the search easier. We have subscribed DELNET facility for our students. Our College provides 24x7 internet and Wi-fi connections along with CCTV Surveillance. Requirement and list of books is taken from the concerned departments with the approval of HOD's of all departments. The finalized list of books is duly approved and signed by the principal. Suggestion box is installed inside the reading room to take the students feedback. A proper account of visitors (students and staff) is maintained on daily basis. To ensure return of books 'no dues' form is mandatory for students before appearing in Examination.	Library is kept open in long vacations for the benefit of staff and students. Multi-media facility is also available. New arrivals are exhibited on notice board of the library. Open access is given to students so as to have effective referencing and exploring new books related to subjects.
Computers	Computers Labs are very well maintained and supported by the required Hardware and Software Regular upgradation is done annually as per the needs.	All the computers are connected through LAN and are provided with upgraded anti-virus.
Sports Facility	The sports department of the college is very active and encourages the students to participate various sports activities, along with training and co-ordinating various sports in the college. Regular maintenance is carried out for sports equipments and sports materials from experts in the field. College students also won prizes in various competitions at the university, State, National as well as International level and make the college proud.	Sports grounds are regularly maintained to organise sports at inter and departmental level and other sports activities. Annual Sports Competitions are also conducted to identify the best sports persons. The selected sports person participate in Inter-University, Inter-College, State, National as well as International Level.

## **CRITERION V – STUDENT SUPPORT AND PROGRESSION**

### **5.1 Student Support**

#### **5.1.1 Scholarships and Financial Support**

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from a) Institution b) Society	-	220	5,96,580/- 92000/-
Financial support from other sources			
a) National	-	-	-
b) International	-	-	-

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,					
Name of the capability enhancement scheme		Date of implementation	Number of students enrolled	Agencies involved	
Mentorship		From the beginning of the Session	All students		
Language lab		From the beginning of the Session			
Yoga		1-01-19 - 7-01-19	100	NSS & YRC	
Meditation		1-01-19 - 7-01-19	100	NSS & YRC	
Session Counselling				All Departments	
Soft Skill development			150	Department of Student Welfare	
5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year					
Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2018-19	Super 60 Plan	60	70	8	20
	Guest Lecture	250			
	Quiz Contest	100			
	Mental-Ability Test	250			
5.1.4 Institutional mechanism for transparency, Timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year					
Total grievances received		No. of grievances redressed		Average number of days for grievance redressal	
Nil		Nil		N.A	
5.2 Student Progression					
5.2.1 Details of campus placement during the year					
On campus			Off Campus		
Name of Organizations	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
1.HariDream Solutions & Amar Ujala	60	10	Pt. Neki Ram Sharma Govt College, Rohtak	29	-
5.2.2 Student progression to higher education in percentage during the year					
Year	Number of students	Programme	Department	Name of institution	Name of Programme

	enrolling into higher education	graduated from	graduated from	joined	admitted to
2018-19	70	B.Com B.Com(H) B.A BCA BBA  B.Sc	Commerce  Arts Computer Business Administration Science	Sh. L.N. Hindu College, Rohtak. M.D.U Government College for Women Vaish College HIMT	M.Com M.A. (Hindi) M.Sc.(Maths) MCA MBA

5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET/ JRF	4	407580,DI01523582
SET	-	-
SLET	-	-
GATE	-	-
GMAT	-	-
CAT	-	-
GRE	-	-
TOFEL	-	-
Civil Services	-	-
State Government Services	1	
Any Other (HTET/HSSC/CTET)	3	1701647/1834640

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Participants
Cultural	Inter college	78
Annual Athletic Meet	Intra-college	170

### 5.3 Student Participation and Activities

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

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID No.	Name of the student
2018-19	Sports, Games and other events Other Events Legal Literacy Cell	22 (National) 10 (International)  02 (State Level)		09 (University Level)		See Annexure-II

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

Student Council provided an opportunity for students to engage in a structured partnership with the

teachers, parents and college management. Student council created a sense of ownership in students and it gave them an opportunity to acquire the sort of communication, planning and organizational skills which will help them in their future. Student Council officially represented all the students in the institute, enhanced communication between students and the staff members and promoted an environment conducive to educational and personal development	
<b>5.3 Alumni Engagement</b>	
5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):	
NO	
5.3.2 No. of enrolled Alumni:	325
5.3.3 Alumni contribution during the year (in Rupees) : Rs.1,01,000	
5.3.4 Meetings/activities organized by Alumni Association: <b>3 meetings/ Inter- college Competition sponsored by Alumni Association.</b>	
<b>CRITERION VI –GOVERNANCE,LEADERSHIP AND MANAGEMENT</b>	
<b>6.1 Institutional Vision and Leadership</b>	
6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)	
<p>The institute has a mechanism for delegating authority and providing operational autonomy to all the various functionaries to work towards decentralized governance system.</p> <ol style="list-style-type: none"> <li>1. Principal level: The governing body delegates all the academic and operational decision based on the policy to the academic committee headed by the principal in order to fulfil the vision and Mission of the institute. The Academic committee formulates a common working procedure and entrust the implementation with the help of faculty members.</li> <li>2. Faculty Members: Faculty Members are given representation in various committees and allowed to conduct various programmes to showcase their abilities. They are encouraged to develop leadership skills being incharge of various academic, co-curricular and extracurricular activities. They are given authority to conduct industrial tours and to tie up industry experts for organizing Seminars/ Workshops/Conferences/ FDP's.</li> </ol>	
6.1.2 Does the institution have a Management Information System (MIS)? Yes/No/Partial:	
Yes	
<b>6.2 Strategy Development and Deployment</b>	
6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):	
❖ <b>Curriculum Development</b>	

Our Curriculum is framed by the M.D.U, Rohtak and we are following the same

❖ **Teaching and Learning**

- Organising conferences, seminars, workshops
- For collaborative learning arrangements of field trips and Industrial visits are organized and Research Collaborations are done.
- Preparation of effective time-table by academic committee
- Preparation of Academic Calendar following which teaching plans were prepared for effective delivery of curriculum.
- Use of ICT enabled teaching
- Efforts are made to have Classroom ambience supportive for teaching and learning.
- Use of traditional methods in combination with advanced method is encouraged.
- Regular lectures are conducted according to teaching plan and formulated methodology.
- Extra Classes are arranged for the students requiring additional help.
- Suggestions are implemented at various level according to feedback received from students and alumni.
- Interactive Teaching through questioning, group discussions, practical classes etc.

❖ **Examination and Evaluation**

- Examination is conducted by affiliating university at the end of each semester i.e. twice in a year.
- In evaluation, semester exams contribute major percentage of marks. Rest percentage of marks is contributed by internal assessment and practical exam marks wherever applicable.
- Centralized Sessional Tests are conducted in every semester.
- Class attendance ,class tests and class participation are also the contributors of Internal assessment.
- Transparency is maintained in evaluation process

❖ **Research and Development**

- Research committee is constituted to promote research by staff members.
- Seminars and conferences are organized at College Level.
- The students are encouraged to select project themes which aim at focusing and resolving issues of the society or which has socio-economic relevance.
- College encourages teachers to undertake minor and major research schemes from various funding sources.
- Special duty leaves are granted for attending research conferences.

<ul style="list-style-type: none"> <li>➤ Provision of facility of Internet &amp; E-Journals for Research Work.</li> <li>➤ Purchase of reputed journals as recommended by staff Members.</li> </ul>	
<b>❖ Library, ICT and Physical Infrastructure / Instrumentation</b> <ul style="list-style-type: none"> <li>➤ Well Stocked, air conditioned, computerized library with Internet facility.</li> <li>➤ Computerized database of books in the library, for easier search and retrieval of books.</li> <li>➤ Subscription of DELNET facility for our students.</li> <li>➤ All the required equipments as per the syllabus are purchased and made available to the students.</li> <li>➤ College provides 24x7 internet and Wi-Fi Connections along with CCTV surveillance.</li> </ul>	
<b>❖ Human Resource Management</b> <ul style="list-style-type: none"> <li>➤ Counselling facility available for staff &amp; students.</li> <li>➤ Well defined norms followed for selection, recruitment &amp; promotion.</li> <li>➤ Welfare facilities are provided to the staff members (Teaching &amp; Non-teaching).</li> <li>➤ Staff is encouraged to attend seminars, workshops and duty leave is granted for the same.</li> <li>➤ Faculty members are encouraged to attend orientation and refresher courses to update themselves with the latest development in their respective fields.</li> <li>➤ Training sessions are arranged for office staff &amp; other non-teaching staff members for smooth functioning of the college.</li> </ul>	
<b>❖ Industry Interaction / Collaboration</b> <ul style="list-style-type: none"> <li>➤ Placement Cell ensures maximum industry-institute interactions held at regular intervals.</li> <li>➤ Alumni Meet/ Old Students Association Meetings is held for exchanging innovative ideas and information.</li> <li>➤ Field visits/ Industrial visits are arranged for the students and faculty members to the following industries: - MT Autocraft Ltd., Relaxo Footwear Ltd., Asian Paint etc.</li> <li>➤ Collaborative Work with University/Research Institutions is carried out for overall quality improvement.</li> </ul>	
<b>❖ Admission of Students</b> <p>The students are admitted strictly on merit basis as per the schedule given by the University. The rules regarding the reservation under different categories are strictly adhered to.</p>	
6.2.2 : Implementation of e-governance in areas of operations:	
❖ Planning and Development	Done Manually through Online Feedback System
❖ Administration	Online Available
❖ Finance and Accounts	Online Available
❖ Student Admission and Support	Online Available

❖ Examination		Online Available			
6.3 Faculty Empowerment Strategies					
6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year					
Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support	
-	-	-	-	-	
6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year					
Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from- to)	No. of participants (Teaching staff)	No. of particip ants (Non- teachin g staff)
-		-	-	-	-
6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year					
Title of the professional development programme		Number of teachers who attended		Date and Duration (from - to)	
Orientation Course		2		November 20 2018 – December 18, 2018 (4 weeks)	
Refresher Course		1		May 15, 2019 - June 4, 2019	
6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):					
Teaching			Non-teaching		
Permanent		Fulltime	Permanent		Fulltime/Temporary
29			11		30
(Temporary)					
6.3.5 Welfare schemes for					
Teaching	<ul style="list-style-type: none"><li>➤ Duty leaves are given to faculty members for attending orientation and refresher programme, seminars and conferences</li><li>➤ Special leaves are given to M.Phil /Ph.D. aspirants</li><li>➤ Brain-Storming session were arranged for development of teachers</li></ul>				
Non teaching	<ul style="list-style-type: none"><li>➤ Peons are given free accommodation in Campus</li><li>➤ Uniform is also provided to support staff by the college</li><li>➤ Financial Aid and loan facilities are also provided to them.</li></ul>				
Students	<ul style="list-style-type: none"><li>➤ Financial assistance to economically weaker students</li><li>➤ Merit Scholarship based on academic performance</li><li>➤ Fee concession for sports students in tuition fees</li><li>➤ Book Bank facility</li><li>➤ Awards and incentives to sports students.</li></ul>				



<b>6.4 Financial Management and Resource Mobilization</b>				
6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each) The institute has a mechanism for internal and external financial audit. We have our own audit mechanism, where internal audit is an ongoing continuous process. In addition to the external audit there is also verification and certification of the entire income and expenditure of the institute every year. The institutional accounts are audited regularly by both internal and external auditors. So far, there have been no major objections.				
6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)				
Name of the non government funding agencies/ individuals		Funds/ Grants received in Rs.		Purpose
6.4.2 Total corpus fund generated				
<b>6.5 Internal Quality Assurance System</b>				
6.5.1 Whether Academic and Administrative Audit (AAA) has been done?				
Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	Internal Committee
Administrative	No		Yes	Internal Committee
6.5.2 Activities and support from the Parent – Teacher Association (at least three)				
➤ Parent-Teacher meet was organised. ➤ Parent –Teacher association feedback is taken in all aspects.				
6.5.3 Development programmes for support staff (at least three)				
➤ Seminars of Lab assistants and Lab attendants are conducted for giving guidance for practicals and precautions. ➤ Training activities like campus safety, use of fire extinguisher are conducted for their development. ➤ Supporting staff members are trained according to needs of their specification				
6.5.4 Post Accreditation initiative(s) (mention at least three)				
➤ More emphasis on ICT ➤ Social Awareness program/campaign ➤ More emphasis on Research & Development ➤ Student Mentor-Teacher group				
<b>6.5.5</b>				
a. Submission of Data for AISHE portal : (Yes /No) Yes				
b. Participation in NIRF : (Yes /No) No				
c. ISO Certification : (Yes /No) No				
d. NBA or any other quality audit : (Yes /No) No				

6.5.6 Number of Quality Initiatives undertaken during the year				
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to--- ---)	Number of participants
	National Seminar on Road Safety	January 29, 2019	1 Day	73
	Workshop on personality development	May22,2019	1 Day	172
	Super 60 Programme	October29,2018	Started from 29 October,2018 till the end of the session	60

<b>CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES</b>			
<b>7.1 – Institutional Values and Social Responsibilities</b>			
7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)			
Title of the programme	Period (from-to)	Participants	
		Female	Male
Extension Lecture on Women empowerment	September29,2018	55	75
Inter College Competition on International Women’s Day	March8, 2019	62	25
Valuable Social teaching under Legal Literacy cell	Feb.18,2019	80	90
Workshop on Meditation and Stress Management	Jan.21,2019	115	70
7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources			
<ul style="list-style-type: none"> <li>➤ Tree plantation drive</li> <li>➤ Use of solar energy</li> <li>➤ Minimum Vehicle Day</li> <li>➤ Campus cleanliness Drive</li> <li>➤ Extension Lecture on green energy</li> <li>➤ SBIP (Swachh Bharat Internship Program)</li> <li>➤ Plastic free Zone Campaign</li> </ul>			
7.1.3 Differently abled (Divyangjan) friendliness			
Items Facilities	Yes/No	No. of Beneficiaries	
Physical facilities	YES	1	
Provision for lift	-		
Ramp/ Rails	-		

Braille Software/facilities	-	
Rest Rooms	Yes	
Scribes for examination	Yes	
Special skill development for differently abled students	-	
Any other similar facility	-	

#### 7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
	1	1	10/09/18	Motivational lecture on Prevention		250
	1.	1.	29/09/18	Suicide Extension lecture on Women Empowerment		150
	1	1	12/10/18	Rally on International Girl Child		200
	1	1	27/10/18	Blood Donation Camp		200
	1	1	18/02/19	Extension lecture on Valuable Social Teaching		250
	1	1	26/03/19	Extension lecture on Green Energy		100
	1	1	22/05/19	Workshop on Personality Development and Interview Skill		250
	1	1	15/03/19	Dental Check-up		90

#### 7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)
-	-	-

7.1.6 Activities conducted for promotion of universal Values and Ethics	
Activity	Dates
Day starts with the National Anthem	Everyday
Celebration of Independence Day	15.08.2018
Extension Lecture on “Youth is the Name of Endless hope”	20 .08.2018
Extension Lecture on Preventing Suicides	10 Sept.2018
Extension Lecture on 126 <sup>th</sup> Anniversary of Swami Vivekanand’s Chicago speech	11sept.2018
One act play on Haryana Martyrdom’s day	23 .09.2018
Extension Lecture on valuable social teaching	18.12.2018
Lecture on the occasion of Swami Vivekanand Jayanti	11 .01.2019
National Youth Day celebration	12 .01.2019
Celebration of Republic Day	26 .01.2019
Extension Lecture on Free legal help for mentally retarded students	12.03.2019
Different Lectures on Value and Ethics (Red Ribbon Club)	13.03.2019
7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)	
<ul style="list-style-type: none"> <li>➤ NSS Unit of our College implemented some activities in the college and in the adopted villages.</li> <li>➤ Expert’s lectures were organised on this topic.</li> <li>➤ Prepared and displayed posters/banners in college campus.</li> <li>➤ Use of renewable energy is promoted.</li> <li>➤ Minimum Vehicle Day – An attempt to reduce air pollution hazards by toxic fumes emitted from vehicles.</li> <li>➤ Tree Plantation Day (Van Mahotsav) is celebrated every year by the NSS Unit of our College and new saplings are planted on that day.</li> <li>➤ Dustbins have been placed at various places and students are encouraged to use them.</li> </ul>	

- Observance of cleanliness drive in surrounding areas of institution under Swachh Bharat Abhiyan.
- Plants, trees, lawns are maintained regularly.
- Opting for LED bulbs
- Segregation of Waste (dry and wet waste)
- Installation of Solar Panel

## 7.2 Best Practices

Describe at least two institutional best practices

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

- In our College, we start our day with the National Anthem, which evokes the feeling of patriotism among the students and reminds them of their nation's glory, beauty and rich heritage
- The environment is the key to the existence of life on earth. We need to conserve it for the benefit of life in the future. In this regard, our College has taken an initiative in the form of Minimum Vehicle Day i.e. Thursday of every week. It is an attempt to reduce air pollution hazards by toxic fumes emitted from vehicles. It helps in creating awareness among the students to protect the environment.
- Our college has started Super 60 classes for brilliant students of all the streams to prepare them for competitive exam. A Common test was conducted for all the students and the top 60 students are selected for the classes of super 60. Different subject experts are invited as resource persons to enlighten the students. The students are given books free of costs under this project. Educational/Industrial visits are also organized to enhance the students' knowledge.
- Our College also helps the poor and needy students of catchment areas in the form of kind i.e. school shoes, books etc. Those students, who can't afford even the basic things, our College tries its maximum to help them. For this purpose, Teacher's Club is formulated and the funds collected by this club are used for this financial help.
- Under the auspices of Legal Literacy Cell, our students have made a number of documentaries on social issues i.e. Women Empowerment, Election Awareness and Senior Citizenship Act, 2007 to create awareness among the citizens. Through these documentaries students tried to give a message to the whole society to pay some attention to these social issues.
- To inculcate the spirit of nationalism among students 'Tiranga Band in every hand' is introduced among students.
- Road safety week was celebrated for the awareness among students about Road Safety.

- Financial Aid is provided to Kerala Flood Hit victims by students and teachers of the institution.

### **7.3 Institutional Distinctiveness**

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust

Provide the web link of the institution in not more than 500 words

Our college has been striving to provide quality education to the students of our Rohtak city and catchment rural areas. The mission of our college is to provide commercial, technical and industrial education to make our students self-reliant and self-dependent.

The aim of the college is to uplift the students, belongs to the weaker section of society and special attention is paid to empower the girl students. College makes continuous efforts to inculcate Indian values among the students such as respect for parents, teachers, elders, love for humanity and to channelize the heritage which our fore – fathers have bequeathed us. Our institution also promotes national unity and international peace and amity. For promoting Girl Education and Women Empowerment there is an active Women Cell and Career Placement Cell run by our professors who helps the students to appear in various competitive exams. The institution lay emphasis on various outreach programmes to spread awareness regarding the value of a holistic education and empathy for the underprivileged section of society among the students.

### 8. Future Plans of action for next academic year (500 words)

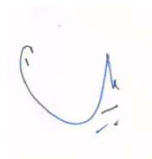
- Construction of New block/Upgradation of labs/Renovation Work will be completed in the coming year through the grant received under RUSA
- New learning methodology will be used to improve quality of education and results.
- Value added courses will be started in the coming session.
- FDP's/ Seminars will be organised through R&D Cell of the college which will further encourage the faculty members to promote the Research in various streams.
- Staff will also be encouraged to apply for research grants/ projects from various Government Agencies like UGC/ DST/MHRD etc.
- Career Guidance and Placement Cell will be strengthened in the coming years for better placement of students and industry institute interactions.
- Social awareness groups will be created in the near future for making the environment eco-friendly.

*Name:- Dr.(Mrs.) Neelam Maggoo*



*Signature of the Coordinator, IQAC*

*Name:- Dr. Vijay Kumar*



*Signature of the Chairperson, IQAC*