**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, June 1, 2017 to May 31, 2018)*

## Part – A

##### Data of the Institution

*(data may be captured from IIQA)*

1. Name of the Institution
* Name of the Head of the institution : **HINDU GIRLS COLLEGE**
	+ Designation: **Dr Ujjwal Sharma**
* Does the institution function from own campus: **Yes**
	+ Phone no./Alternate phone no.: **01732248902**
	+ Mobile no.: **9896035311**
	+ Registered e-mail: **hgcjagadhri\_girls@rediffmail.com**
	+ Alternate e-mail : **iqachgc2019@gmail.com**
	+ Address : **Hindu Girls College**
	+ City/Town : **Jagadhri**
	+ State/UT : **Haryana**
	+ Pin Code : **135003**
1. Institutional status:
	* Affiliated / Constituent: **Affiliated**
	* Type of Institution: Co-education/Men/Women : **Women**
	* Location : Rural/Semi-urban/Urban:
	* Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing : UGC2f and 12 (B)

(please specify)

* + Name of the Affiliating University: **Affiliated**
	+ Name of the IQAC Co-ordinator : Mrs Monika Khurana
	+ Phone no. : **01732242227**

 Alternate phone no.

* + Mobile: **9017264777**
	+ IQAC e-mail address: **iqachgc2019@gmail.com**
	+ Alternate Email address:
1. Website address:

Web-link of the AQAR: (Previous Academic Year):

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1. Whether Academic Calendar prepared during the year? Yes/No , if yes, whether it is uploaded in the Institutional website: **YES**

Weblink:

1. Accreditation Details:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Cycle | Grade | CGPA | Year ofAccreditation | Validity Period |
| **1** | **B** | **73.25** | **2003** | **08.01.2004** | **To 08.01.2009** |
| **2** | **A** | **3.01** | **2013** | **21.02.-2014** | **To 21.02.2019** |

1. Date of Establishment of IQAC: DD/MM/YYYY: **10-June-2010**
2. Internal Quality Assurance System

|  |
| --- |
| 7.1 Quality initiatives by IQAC during the year for promoting quality culture |
| Item /Title of the quality initiative byIQAC | Date & duration | Number ofparticipants/beneficiaries |
| **Institutional Calendar** | **01-Jun-2019****1** | **850** |
| **Faculty Publication and Presentation** | **02-Jul-2019** | **20** |
| **Feedback** | **02-Jul-2019****1** | **---** |
| **Community Linkage & Outreach Programme** | **02-Jul-2019****1** | **---** |
| **National Workshop** | **19, 20-Feb-2019****3** | **200** |
| **K M Poetical Symposium****Yamuna Nagar Zone** | **03 March 2020** | **50** |

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

***(Indicative list)***

* *Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements*
* *Academic Administrative Audit (AAA) conducted and its follow up action*
* *Participation in NIRF*
* *ISO Certification*
* *NBA etc.*
* *Any other Quality Audit*
1. 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 | Fundingagency | Year of award withduration | Amount |
| **Hindu Girls College, Jagadhri** | **Salaries** | **Haryana Govt.** | **2019****365** | **5,82,30,000** |
| **Hindu Girls College, Jagadhri** | **Pensions Bill****Submitted to DHE released to retirees** | **Haryana Govt.** | **2019****365** | **1,61,80,296** |
| **Hindu Girls College, Jagadhri** | **SC Scholarship** | **Haryana Govt.** | **2019****365** | **34,72,470** |
| **Hindu Girls College, Jagadhri** | **BC Scholarship** | **Haryana Govt.** | **2019****365** | **3,11,600** |
| **Hindu Girls College, Jagadhri** | **Science Exhibition** | **DGHE** | **2019** | **23,000** |
| **Hindu Girls College, Jagadhri** | **National Seminar** | **DGHE.** | **2019****01** | **50,000** |
| **Hindu Girls College, Jagadhri** | **National Workshop** | **DGHE.** | **2019****02** | **50,000** |

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

\*upload latest notification of formation of IQAC

1. No. of IQAC meetings held during the year: 04

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)

1. Whether IQAC received funding from any of the funding agency to support its activities during the year? Yes No : No

If yes, mention the amount: Year:

1. Significant contributions made by IQAC during the current year (maximum five bullets)
* \* **Days Celebrated**
	+ **Independence Day , Talent Show, , Youth Festival, Voter day, Republic day, International Women’s day,**
	+ **Hindi Diwas , Lohri, Red Cross day, Vivekanand day, Annual Sports day**
	+ **Workshop organized by Department of Mathematics and Science Various contests (National Level Declamation Contest organized by Department of Commerce**
	+ **State Level Essay writing competition by Faculty of Science, Commerce, Economics, World Environment Day**
	+ **State Level PPT competition by Department of Economics**
	+ **National Sports Day –Fit India Movement**
	+ **World Breast feeding week, National Nutrition month Dietetics day**
1. 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

|  |  |
| --- | --- |
| Plan of Action | Achievements/Outcomes |
| **Organization of International/National Seminars/Workshops** | **Successfully Organized One Workshop** |
| **National/State Essay Writing Competition** | **Organized by Science and Commerce & English Dept** |
| **RUSA: Phase I** | **Solar Powergrid construction by HPHS** |
| **Celebration of International Women's Day** | **organized State level competitions and Honored Various Renowned Women's** |
| **Extension Lecture** | **Organized by Various Depts.** |
| **Trips/Tours** | **Organized Trips and Tours** |
| **Computer Awareness Programme** | **Training Programme on NAD** |

1. Whether the AQAR was placed before statutory body? Yes /No: **No**

Name of the Statutory body: Date of meeting(s):

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

**Yes/No: No** Date:

1. Whether institutional data submitted to AISHE: Yes/No: **Yes**  Year: 2020Date of Submission: 25.02.2020
2. Does the Institution have Management Information System? If yes, give a brief description and a list of modules currently operational. (Maximum 500 words) Yes
	* + College Website, Prospectus, Important events
		+ Letters/Circulars received from Govt./University/Agencies are circulated among the faculty and staff.
		+ Progress, routine reports, every day functioning from lower to upper i.e employee to authority are informed.
		+ Meeting is held at the end of each month and minutes are recorded.
		+ On Line Admission • Fee • Database of students Data sharing through LAN
		+ Mass Messaging System
		+ Part of MIS Portal of MHRD (RUSA**)**

## Part-B

|  |
| --- |
| **CRITERION I – CURRICULAR ASPECTS** |
| **1.1 Curriculum Planning and Implementation** |
| 1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words |
| Our college follows well planned curriculum for effective teaching keeping in view our vision i.e. all round development of the student. The college strictly abides by the academic calendar uploades by Kurukshetra University. The syllabus and breakup notified in scheme of examination by the university is followed in respective subjects. Free counseling is provided by faculty at the registration desk. Institution calendar is planned and circulated in the prospectus. Time table is prepared before hand classes/papers are assigned to faculty members before beginning of new session so that they may prepare their lesson plans, assignment, lectres, ppts etc in advance**.** Every lecturer decides syllabus properly according to the days available & make every effort to complete it in the stipulated period. 2. Head of the Departments check the plans of their concerned Department. 3.Conditional Tests are taken according to University Schedule and marks are given to the students to fulfil the University conditions. 4. Students are asked to prepare assignments which are duly checked by the concerned teachers. 5. Short Attendance is prepared at the end of every month and lists are displayed on the Notice Boards to inform the students. 6. Proper record is maintained and kept by the convener of Short attendance / Faculty Incharge. 7. Attendance Registers are signed by HOD and checked by Madam Principal on random basis 8. Computerised attendance is also maintained for proper record. 9. ICT method is used by almost all the Departments. Proper Time Table of ICT method is prepared by Computer department and record is maintained. 10. Coverage of Syllabus is discussed by Madam Principal in Faculty meeting from time to time. 11. Besides these Sessional, Surprise tests, Quizes and Group discussions, Seminars, PPT are often held in the class to test the knowledge of the students. 12. For students weak in studies remedial coaching is made available in specific subjects. 13. For meritorious students extra classes are held to help them prepare for competitions. 14. Apart from this some steps are taken to enhance the knowledge of students: • Guest lectures are arranged in all the Departments of college to interact with the students and deliver lecture on latest developments in their subjects. • Group discussion, debates, Declamation, Quiz etc: This enhances the communication skills and soft skills of students which are the need of the day. • Teaching faculty of the college is encouraged to attend Refresher/ orientation courses, Workshops/ Seminars to update themselves on latest development. • Vice-versa National/International Seminars/Workshops are arranged and share their valuable knowledge on all recent developments in the area. • There are mentor-mentnee groups in the college for better relations of students and faculty which helps better understanding in class room teaching. |
| 1.1.2 Certificate/ Diploma Courses introduced during the Academic year |
| Name of the CertificateCourse | Name of the DiplomaCourses | Date of introduction and duration | focus on employability/ entrepreneurship | Skill development |
|  |  |  |  |  |
| **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** |
|  |  |  |  |
| 1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented atthe affiliated Colleges (if applicable) during the Academic year. |
| Name of Programmesadopting CBCS | **UG** | **PG** | Date of implementation ofCBCS / Elective Course System | **UG** | **PG** |
|  |  |  |  |  |  |
| Already adopted (mention the year) |  |  |
| 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 |
|  |  |  |
| 1.3.2 Field Projects / Internships under taken during the year |
| Project/Programme Title | No. of students enrolled for Field Projects / Internships |
|  |  |
| **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/ No | Yes/ No | Yes/ No | Yes/ No | Yes/ No |
| 1.4.2 How the feedback obtained is being analyzed and utilized for overall development of theinstitution? (maximum 500 words) |
| * The college has a system of collecting feedback from various stakeholders, students, teachers, parents and alumni every session. It is very important tool for the improvement of the college. It helps in development of the institution and further undertaking corrective measures. The teaching method and curriculum followed by the teachers are analyzed from time to time. The students are taken into confidence to look into shortcomings in prescribed syllabus.
* A suggestion box is also available in the college premises where the students can drop in their suggestions. Moreover, a questionnaire has been framed which is filled by the students, teachers, alumni & parents during each function. In addition to this, feedback regarding the teaching methods availability of books, teaching schedule, teaching tools, student assessment outcomes are discussed for taking corrective mean uses. Remedial measures viz extra classes for weaker students, classes for improvement in communication skills and personality development lectures from eminent speakers are organized from time to time.
* Feedback is used in different forms such as feedback form, visitor book, college e-mail etc.Apart from this the top successful alumni are aho invited to share their views with the students. Also college arranges parent teacher meeting to know their views for the overall development of the student.
 |
| **CRITERION II -TEACHING-LEARNING AND EVALUATION** |
| **2.1 Student Enrolment and Profile** |
| **2.1. 1 Demand Ratio during the year** |
| Name of theProgramme | Number of seats available | Number of applicationsreceived | Students Enrolled |
| **BA** | **160** | **120** | **120** |
| **B Sc** | **30** | **5** | **5** |
| **B Sc** | **50** | **4** | **4** |
| **B Sc** | **30** | **12** | **12** |
| **B Com** |  **80** |  **28** | **28** |
| **B Com** |  **50** |  **17** | **17** |
| **B Sc** |  **25** |  **13** | **13** |
| **PGDCA** | **One Unit** |  **8** | **8** |
| **MA** |  **60** |  **8** | **8** |
| **2.2 Catering to Student Diversity** |
| 2.2.1. Student - Full time teacher ratio (current year data) |
| Year | Number of studentsenrolled in the institution (UG) | Number of studentsenrolled in the institution (PG) | Number of full timeteachers available in the institution teaching only UG courses | Number of full timeteachers available in the institution teaching only PG courses | Number ofteachers teaching both UG and PG courses |
| **2019** | **696** | **22** | **40** | **0** | **07** |
| **2.3 Teaching - Learning Process** |
| 2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems(LMS), E-learning resources etc. (current year data) |
| Number of teachers on roll | Number of teachers using ICT *(LMS, e-**Resources)* | ICT tools and resources available | Number of ICT enabled classrooms | Number of smart classrooms | E-resources and techniquesused |
| **34** | **25** | **8** | **4** | **4** | **1** |
| 2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words) |
| **The college has its strong mentoring system through which the students get an opportunity to develop a relationship with a faculty member who can become a role model for them by offering support and counseling. In the college all the students have been divided into small groups. The ratio of teacher & student is \_\_\_\_\_\_\_\_\_\_\_. The students are enrolled for three years under the sane teacher so that personal contact may be developed between mentor and mentee. The mentor keeps all the information and detail data of the mentee for record in order to check every month officially one meeting is organized but in routine teachers are always at their disposal.The mentor not only provides guidance and support to the stuents for career development but also helps in their academic and personal growth.** |
| Number of students enrolled in the institution | Number of fulltime teachers | Mentor: Mentee Ratio |
| **718** | **20** | **1:40** |
| **2.4 Teacher Profile and Quality** |
| **2.4.1 Number of full time teachers appointed during the year** |
| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of facul tywith Ph.D |
| 29 | 22 | 7 | NIL | 10 |
|  |
| **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* |
|  |  |  |  |
|  |
| **2.5 Evaluation Process and Reforms** |
| 2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration ofresults during the year |
| Programme Name | Programme Code | Semester/ year | Last date of the lastsemester-end/ year- end examination | Date of declaration of resultsof semester-end/ year- end examination |
| **BA** | **101** | **6** | **30.09.2019** | **31.10.2020** |
| **BA** | **101** | **5** | **16.12.2019** | **05.03.2020** |
| **BA** | **101** | **4** |  |  |
| **BA** | **101** | **3** | **19/12/2019** | **06.06.2020** |
| **BA** | **101** | **2** |  |  |
| **BA** | **101** | **1** | **18/12/2019** | **10.06.2020** |
| **BCom** | **123** | **6** | **30.09.2020** | **02.11.2020** |
| **BSc** | **129** | **6** | **30.09.2020** | **31.10.2020** |
| **BCA** | **121** | **6** | **30.09.2020** | **07.11.2020** |
| 2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250words) |
| Students are being made aware of the evaluation process through orientation program at the beginning of the session. The college has made special efforts to improve the performance of students by initiating significant reforms in continuous Internal Evaluation at the college level. The students are informed about the attendance requirement and grading system and the skills needed to excel in the examination. The students students are also made aware of the syllabus for the assignments , examinations style and format of the question paper. Information about the attendance and shortage is given in the class and sent through SMS. In case of shortage parents are also intimated about the same. The students are provided with question banks, previous years question papers, reference books material. Reforms at the college level.Regular class tests are conducted in each subject in respective classes  Sessional for internal assessment are conducted • Conditional tests are organised for students and retests held in special cases. • Special attention is paid to brilliant as well as slow learners. • HODs check and put signatures on the attendance register of the respective faculty members.During Covid 19 lockdown online classes were held by facultyVideos, you Tube Links, PPTs, eplatform information was shared in groups.Online competitions, Quiz, Webinars were organized. |
| **2.5.3 A**cademic calendar prepared and adhered for conduct of Examination and other related matters(250 words) |
| The Academic calendar is issued by Kurukshetera University, which include information on teaching term and examination dates. Basically this given is a broad time line to plan our own activities and customize them on per our mission and vision. Based on this calender various departments, clubs, cells etc plan their activities and submit to the IQAC coordinator. A master plan is prepared thereafter and in subsequent meetings (Faculty meeting is held at the end of each month) compliance report is taken. |
| **2.6 Student Performance and Learning Outcomes** |
| 2.6.1 Program outcomes, program specific outcomes and course outcomesfor all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink) |
|  |
| 2.6.2 Pass percentage of students |
| Programme Code | Programmename | Number of students appeared in thefinal year examination | Number of students passed infinal semester/year examination | Pass Percentage |
| **101** | **BA** | **129** | **39** | **30.23** |
| **129** | **BSc** | **20** | **9** | **45** |
| **142** | **BSc** | **15** | **8** | **53.3** |
| **123** | **BCom** | **75** | **31** | **39** |
| **226** | **MA** | **4** | **4** | **100** |
| **2.7 Student Satisfaction Survey** |
| 2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may designthe questionnaire) (results and details be provided as weblink) |
| **CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION** |
|  |
| **3.1 Resource Mobilization for Research** |
| 3.1.1 Research funds sanctioned and received from various agencies, industry and other organisations |
| Nature of the Project | Duration | Name of the fundingAgency | Total grant sanctioned | Amount received during the Academic year |
| Major projects |  |  |  |  |
| Minor Projects |  |  |  |  |
| InterdisciplinaryProjects |  |  |  |  |
| Industry sponsoredProjects |  |  |  |  |
| Projects sponsored bythe University/ College |  |  |  |  |
| Students Research Projects*(other than compulsory by the College)* |  |  |  |  |
| International Projects |  |  |  |  |
| Any other(Specify) |  |  |  |  |
| Total |  |  |  |  |
|  |
| **3.2 Innovation Ecosystem** |
| 3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights **(IPR)** and Industry-AcademiaInnovative practices during the year |
| Title of Workshop/Seminar | Name of the Dept. | Date(s) |
|  |  |  |
|  |
| 3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year |
| Title of theinnovation | Name of theAwardee | AwardingAgency | Date of Award | Category |
| Excellence in peace and Humanity | Dr Ujjwal Sharma | Satyug Darshan Trust, Faridabad | Sept. 2019 | International |
| Excellence in Peace and Humanity | Ms Sonia Sharma | Satyug Darshan Trust, Faridabad | Sept. 2019 | International |
| Role Model | Ms Sonia Sharma | Govt School karera Khurd | 22 Nov. 2019 | District |
| Role Model | Ms Sonia Sharma | Govt School  | 30 Nov. 2019 | District |
| Champion trainer | Dr Neetika Trivedi | Art of Living Bangalore | Feb 2020 | National |
|  |
| 3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year |
| Incubation Centre | Name | Sponsored by |
|  |  |  |
|  |
| Name of the Start-up | Nature of Start-up | Date of commencement |
|  |  |  |
|  |
| **3.3 Research Publications and Awards** |
| 3.3.1 Incentive to the teachers who receive recognition/awards |
| State | National | International |
|  |  |  |
| 3.3.2 Ph. Ds awarded during the year *(applicable for PG College, Research Center)* |
| Name of the Department | No. of Ph. Ds Awarded |
|  |  |
|  |
| 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 | HOME SCIENCE | 02 | NA |
| Internatio nal |  |  |  |
|  |
| 3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/InternationalConference Proceedings per Teacher during the year |
| Department | No. of publication |
| **Home Science** | **4** |
| **Economics** | **1** |
|  |
| 3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index inScopus/ Web of Science or Pub Med/ Indian Citation Index **NIL**  |
| 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) **NIL** |
| Titleof the pape | 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 |
| r |  |  |  |  |  | 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 |
| **Resource persons** | **-** | **03** | **-** | **04** |
| **Presented papers** | **3** | **12** | **04** | **01** |
| **Attended/Seminar/Workshops** | **0** | **03** | **01** | **-** |
|  |
| **3.4 Extension Activities** |
| 3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year |
| Title of the Activities | Organising unit/ agency/ collaborating agency | Number of teachers **co- ordinated** such activities | Number of students participated in such activities |
| **Independence Day** | **1** | **1** | **76** |
| **Cleanliness campaign** | **1** | **1** | **42** |
| **National Unity Day** | **1** | **3** | **34** |
| **Republic Day** | **1** | **2** | **58** |
| **Deworming Day** | **1** | **3** | **30** |
| **First Aid Home****Nursing Camp** | **1** | **2** | **47** |
| **National Voters day** | **1** | **1** | **37** |
| **Swachh Bharat Abhiyan Plastic mukt** | **1** | **2** | **46** |
| **Tree Planting** | **1** | **2** | **29** |
| **Poshan Mah** | **1** | **2** | **34** |
| **National Road Safety Week** | **1** | **2** | **50** |
| **NSS day Celebration** | **1** | **1** | **43** |
| **National Deworming Day celebrations by distributing Albcndazole tablet to first year students (08-08-2019 & 10-02-2020** | **YRC Cell of college in collaboration with local health bodies** | **5** | **200** |
| **Poster and Slogan making competition on the topics-Blood Donation, Drug Addiction and Swatch Bharat Mission (18-09-2019)** | **YRC Cell of college**  | **1** | **40** |
| **Awareness lecture on Healthy Lifestyle (21-01-2020)** | **YRC Cell of college** | **2** | **55** |
| **Participation in 5 days Youth Red Cross Camp (20-24 Jan 2020)** | **Red Cross Socity** | **1** | **5** |
| **Hb Checkup camp on 13-02-2020** | **Hindu Girls College in collaboration with Civil Hospital Jagadhri** | **2** | **120** |
| **Motivational Lecture on Blood Donation** | **YRC Cell of college** | **2** | **All college students** |
| **Blood donation camp on 21-02-2020** | **YRC Cell of college in collaboration with local health bodies** | **4** | **45 united blood collected** |
| **World Red Cross day on 8 May 2020 on line activity was celebrated by organizing poster making** | **YRC Cell of college** | **1** | **13** |
|  |  |  |  |
| 3.4.2 Awards and recognition received for extension activities from Government and other recognizedbodies during the year |
| Name of the Activity | Award/recognition | Awarding bodies | No. of Studentsbenefited |
| **Swachh Bharat Mission & Tree Planting** |  | **Dept. of Higher Education Ministry of HRD** | **38** |
| **Water Conservation under Jal Shakti Abhiyan** |  |  **Dept. of Higher Education Ministry of HRD** | **42** |
| **NCC “B” ”C”****Certificate** | **National Cadet Certificate** | **DC NCC New Delhi** | **32** |
| **Swachh Bharat Mission & Tree Planting** |  | **Dept. of Higher Education Ministry of HRD** | **38** |
| **Water Conservation under Jal Shakti Abhiyan** |  |  **Dept. of Higher Education Ministry of HRD** | **42** |
| 3.4.3 Students participating in extension activities with Government Organisations, Non-GovernmentOrganisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year |
| Name of thescheme | Organising unit/agency/ collaborating agency | Name of the activity | Number of teachers**coordinated** such activities | Number of studentsparticipated in such activities |
| **NSS** | **01** | **Health Checkup camp** | **2** | **47** |
| **NSS** | **01** | **World AIDS day** | **3** | **42** |
| **NSS** | **01** | **Old Age Home Visit** | **1** | **24** |
| **NSS** | **01** | **Rally in village** | **1** | **33** |
| **NSS** | **01** | **Survey on Girl Child Education** | **1** | **28** |
| **NSS** | **01** | **Poster making on dangerous effect (drug Addiction and Covid 19)** | **02** | **44** |
| **NSS** | **01** | **Fitness action (Marhsal Art)** | **02** | **32** |
| **NCC** | **01** | **Tree Plantation** | **02** | **49** |
| **NCC** | **01** | **Water Conservation Prog** | **02** | **43** |
| **NCC** | **01** | **Swachh Bharat Abhiyan** | **02** | **49** |
| **NCC** | **01** | **Tree Plantation** | **02** | **49** |
|  |
| **3.5 Collaborations** |
| 3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during theyear |
| 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 ofresearch facilities etc. during the year |
| Natur e of linkage | Title of the linkage | Name of the partnering institution/ industry/research lab with contactdetails | 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 MoUsigned | Purpose andActivities | Number of students/teachers participatedunder 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 infrastructureaugmentation | Budget utilized for infrastructure development |
|  |  |
|  |
| 4.1.2 Details of augmentation in infrastructure facilities during the year |
| Facilities | Existing | Newly added |
| Campus area | **Existing** |  |
| Class rooms | **Existing** |  |
| Laboratories | **Existing** |  |
| Seminar Halls | **Existing** |  |
| Classrooms with LCD facilities | **Existing** |  |
| Classrooms with Wi-Fi/ LAN | **Existing** |  |
| Seminar halls with ICT facilities | **Existing** |  |
| Video Centre | **Existing** |  |
| No. of important equipments purchased (≥ 1-0 lakh)during the current year. | **Existing** |  |
| Value of the equipment purchased during the year (Rs.in Lakhs) | **Existing** |  |
| Others |  |  |
|  |
| **4.2 Library as a Learning Resource** |
| 4.2.1 Library is automated {Integrated Library Management System -ILMS} |
| Name of the ILMSsoftware | Nature of automation (fullyor partially) | Version | Year of automation |
| **Lib SOFT** | **Partially** | **8.3** | **2011** |
| 4.2.1 Library Services: |
|  | Existing | Newly added | Total |
|  | No. | Value | No. | Value | No. | Value |
| Text Books | **14033** | **857365** | **343** | **69079** | **14376** | **926444** |
| Reference Books | **25952** | **1245954** | **41** | **19777** | **25993** | **1265731** |
| e-Books |  |  |  |  |  |  |
| Journals | **16** | **27750** | **0** | **0** | **16** | **27750** |
| e-Journals |  |  |  |  |  |  |
| Digital Database |  |  |  |  |  |  |
| CD & Video |  |  |  |  |  |  |
| Library automation |  |  |  |  |  |  |
| Weeding (Hard &Soft) | **4722** |  |  |  |  |  |
| Others (specify) |  |  |  |  |  |  |
|  |

|  |
| --- |
| **4.3 IT Infrastructure** |
| 4.3.1 Technology Upgradation (overall) |
|  | Total Comp uters | Compu ter Labs | Internet | Browsing Centres | Comp uter Centres | Office | Departments | Available band width (MGBPS) | Others |
| **Existi****ng** | **108** | **5** | **1** | **1** | **0** | **2** | **5** | **1** | **0** |
| **Adde****d** | **17** | **0** | **1** | **1** | **0** | **0** | **0** | **3** | **0** |
| **Total** | **125** | **5** | **2** | **2** | **0** | **2** | **5** | **4** | **0** |
|  |
| 4.3.2 Bandwidth available of internet connection in the Institution (Leased line) |
| ………………… MBPS /GBPS |
| 4.3.3 Facility for e-content |
| Name of the e-content development facility | Provide the link of the videos and media centre andrecording facility |
|  |  |
|  |
| 4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (UnderGraduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc |
| Name of theteacher | Name of the module | Platform on whichmodule 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 ofacademic facilities | Assigned budget on physical facilities | Expenditure incurred on maintenance of physical facilities |
|  |  |  |  |
| 4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. *(maximum 500 words)* (information to beavailable in institutional Website, provide link)**Throughout the year the college strives to maintain the college facilities and make optimum use of all the facilities. A few procedures followed by the college are**1. **Entries are made in the requirement register and duty sanctioned by the authority.**
2. **The Bursar cross checks the requirement and subsequent purchase.**
3. **Maintaining a main stock register and respective departmental stock registers.**
4. **Annual stock verification of all the departments.**
5. **Regular cleaning of water tanks and service of water coolers and aqua guards.**
6. **Upkeep of the gardens and potted plants. Extensive cleanliness drive of the campus.**
7. **Seminar Hall & Auditorium are used for departmental activities.**
8. **Premises are used for competitive exams, exams of other universities, as nodel centre for polling booth, counting centre and strong room for ballot boxes.**
9. **Besides students faculty and outsiders can avail the facilities of cosmetology department**.
 |
| **CRITERION V - STUDENT SUPPORT AND PROGRESSION** |
| **5.1 Student Support** |
| 5.1.1 Scholarships and Financial Support |
|  | Name /Title of thescheme | Number ofstudents | Amount in Rupees |
| Financial supportfrom institution |  |  |  |
| 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 andMentoring etc., |
| Name of the capabilityenhancement scheme | Date ofimplementation | Number of studentsenrolled | Agencies involved |
| **Mentor group** | **03.09.2019** | **209** | **Institutional** |
| **Cosmetology** | **16/07/2019** | **59** | **institutional** |
| **Yoga Naturopathy** | **16/07/2019** | **39** | **Institutional** |
| **Web Designing** | **16/07/2019** | **46** | **Institutional** |
|  |
| 5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by theinstitution 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 |
|  |  |  |  |  |  |
|  |
| 5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexualharassment and ragging cases during the year |
| Total grievances received | No. of grievances redressed | Average number of days for grievanceredressal |
|  |  |  |
|  |
| **5.2 Student Progression** |
| 5.2.1 Details of campus placement during the year |
| **On campus** | **Off Campus** |
| Name of Organizations Visited | Number of StudentsParticipate d | Number of Students Placed | Name of Organizations Visited | Number of Students Participated | Number of Students Placed |
|  |  |  |  |  |  |
|  |
| 5.2.2 Student progression to higher education in percentage during the year |
| Year | Number of students enrolling into higher education | Programme graduated from | Department graduated from | Name of institution joined | Name of Programme admitted to |
| **2020** | **3** | **BA** | **Arts** | **MLN College, YNR** | **M.A Eco** |
| **2020** | **3** | **BA** | **Arts** | **HGC Jagadhri** | **M.A Soc** |
| **2020** | **1** | **BA** | **Arts** | **MM Unv. Mullana** | **M.A Skt** |
| **2020** | **1** | **BA** | **Arts** | **GNG,YNR** | **M.A Hindi** |
| **2020** | **1** | **BA** | **Arts** | **MAC Jagadhri** | **M.A Hindi** |
| **2020** | **1** | **BA** | **Arts** | **DAV YNR** | **M Sc Maths** |
| **2020** | **1** | **BA** | **Arts** | **MLN College YNR** | **M Sc English** |
| **2020** | **1** | **BA** | **Arts** | **GNG College YNR** | **B Ed** |
| **2020** | **1** | **BA** | **Arts** | **KUK**  | **MA SKT** |
| **2020** | **1** | **B SC** | **Computer Sc** | **DAV YNR** | **B Ed** |
| **2020** | **1** | **BA** | **Arts** | **MLN College YNR** | **M Sc English** |
| **2020** | **1** | **B SC** | **Non Medical** | **GNK YNR** | **M Sc Physics** |
| **2020** | **1** | **B SC** | **Non Medical** | **DAV YNR** | **M Sc maths** |
| **2020** | **1** | **B SC** | **Non Medical** | **KUK** | **M Sc maths** |
| **2020** | **5** | **Home Sc** | **Home Sc** | **GNG YNR** | **M Sc FN** |
| **2020** | **2** | **Home Sc** | **Home Sc** | **Meerut Univ** | **M Sc FN** |
| **2020** | **1** | **B SC** | **Non Medical** | **GNK YNR** | **M Sc Physics** |
| **2020** | **1** | **Home Sc** | **Home Sc** | **Ch Devi Lal****Edu. College jagadhri** | **M Sc FN** |
| **2020** | **6** | **B Com** | **Commerce** | **GNK YNR** | **M Com** |
| **2020** | **7** | **B Com** | **Commerce** | **DAV YNR** | **M Com** |
| **2020** | **4** | **B Com** | **Commerce** | **SPS janta College Mustafabad** | **M Com** |
| **2020** | **4** | **B Com** | **Commerce** | **MA College****Jagadhri** | **M Com** |
| **2020** | **1** | **B Com** | **Commerce** | **GNG YNR** | **M Com** |
| **2020** | **1** | **B Com** | **Commerce** | **GN Khalsa Institute & Tech YNR** | **MBA** |
| **2020** | **1** | **B Com** | **Commerce** | **Global Galaxy College Ambala** | **MBA** |
| **2020** | **1** | **B Com** | **Commerce** | **MAIMT Jagadhri** | **MBA** |
| **2020** | **1** | **B Com** | **Commerce** | **SDIMT Jagadhri** | **MBA** |
| **2020** | **1** | **B Com** | **Commerce** | **Harkrishan Institute of Edu, Jagadhri** | **B Ed** |
|  |  |  |  |  |  |
| 5.2.3Students 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 |  |  |
| SET |  |  |
| SLET |  |  |
| GATE |  |  |
| GMAT |  |  |
| CAT |  |  |
| GRE |  |  |
| TOFEL |  |  |
| Civil Services |  |  |
| State Government Services |  |  |
| Any Other |  |  |
|  |
| 5.2.4 Sports and cultural activities / competitions organised at the institution level during the year |
| Activity | Level | Participants |
|  |  |  |
| **5.3 Student Participation and Activities** |
| 5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities atnational/international level (award for a team event should be counted as one) |
| Year | Name of the award/medal | National/International | Sports | Cultural | Student IDnumber | Name of thestudent |
|  |  |  |  |  |  |  |
| 5.3.2 Activity of Student Council & representation of students on academic & administrativebodies/committees of the institution (maximum 500 words) |
| **The aim of the student council is to develop qualities of Leadership and organisng skills in the students. It not only teaches them team spirit but also community welfare. At the onset of Academic year, Subject Associations are formed. President, Vice president and Secretary of respective subjects are elected. These representatives form the student council. Student Council organise festival celebrations like Lohri, Holi. They performed Discipline Duties during function and check I cards at the entrance gate.**  |
| **5.3 Alumni Engagement** |
| 5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500words): |
|  |
| 5.3.2 No. of ~~registered~~ enrolled Alumni: |
|  |
| 5.3.3 Alumni contribution during the year (in Rupees) **:** |
|  |
| 5.3.4 Meetings/activities organized by Alumni Association **:** |
|  |
| **CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT** |
| **6.1 Institutional Vision and Leadership** |
| 6.1.1 Mention two practices of decentralization and participative management during the last year(maximum 500 words) |
| **Principal Madam ensures decentralization and participatory management in the college at all levels. On commencement on an academic session annual duties are assigned to all faculty members Committees are constituted and coordinators for important functions are appointed. Major college activities are planned in advance.****Details of committees are included in the college prospectus uploaded on the college website and minutes are recorded in the register. • The Principal coordinates meetings of different levels: Management, Advisory Council (once a month), faculty meeting (last working day of the month) as well as staff.****Policy is formed and decisions arrived at respective levels. These are incorporated in the day to day smooth functioning of the college.** |
| 6.1.2 Does the institution have a Management Information System (MIS)?Yes/No/Partial: |
|  |
| **6.2 Strategy Development and Deployment** |
| 6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100words each**):** |
| * **Curriculum Development** :

The college is Affiliated to Kurukshetra University Kurukshetera Syllabi is persisted by the University. The college has to strictly follow the prescribed one. However, various members in Board of studies have contributed to curriculum designing.They exchange views with other teachers/chairperson to design the curriculum |
| * **Teaching and Learning** :

Kurukshetra University issues Academic calendar at the beginning of each academic session. A monthly Activity calendar is prepared by respective departments and the same is followed. • A Teaching plan is prepared by each teacher individually. • Teaching is further enhanced by using ICT Tools. Proper Time Table and record is maintained by Computer Department. Useful study notes from different websites are made available to the students. • National / International Seminars/conferences/Workshops//Extension Lectures are regularly organised in order to teaching learning process. • Industrial visits educational tours, surveys,assignments are arranged for the students. • Add on Courses for students to enable their employability skills. • Special guidance support is given by faculty members to weak meritorious students. As there was lockdown in the month of march Whatsapp group were made of all classes of all stream and teaching was started within 2-3 days through recorded lecture, audio-visula aids, You tube and all other methods so that students may not suffer. Question papers were uploaded & tests were taken. |
| * **Examination and Evaluation**

Examination and evaluation process is followed as per the Kurukshetera University norms • Conditional tests are taken regularly as per KUK schedule. • Internal Assessment carrying 20 of total marks of UG/PG programme is based on attendance, assignments, conditional tests, class test and seminars. Five marks are strictly based on attendance to maintain the regularly of students and internal exams were conducted for this purpose. • Opportunity of setting the question papers is given to the senior teaching faculty of the college by the University. • Spot Evaluation centre has been created by the University. To expedite the evaluate process every staff members is given opportunity to evaluate answer sheets. |
| * **Research and Development**

Faculty members are given full opportunity for Research & Development.Two temporary and permanent staff is undergoing for PhD from reputed institution. Faculty Development programmes are also organised. • Faculty is encouraged to attend seminars /conferences and workshops and present papers and get it in reputed journals. • Students are also encouraged for research by preparing working models for exhibition. In the time of Covid-19 all the staff members were encouraged to attend webinars, workshop, Faculty Development Programmes |
| * **Library, ICT and Physical Infrastructure / Instrumentation**
* Library: Library is well stocked with 42000 plus Text and Reference Books,28

Magazines (monthly), 6 Journals (monthly), 10 Newspapers (daily). Apart from this we also partially automation our Library by LIBSOFT (private software) • Services : • It remains open from 9:00 am to 4:00 pm. • Open shelf reference section including Reference Books, General Knowledge, Dictionaries, thesaurus, Biographics,religious, Encyclopaedia etc. • Information regarding new job oriented courses, daily GK question and other studies is displayed regularly on Library Notice Board. • Library card and membership numbers issued to every students. • Photostat, printing facilities available at nominal rates for students. • Newspaper clippings are filed annually. • Whole session books is given to scholar and needy girls of every faculty. • Five year University examination question papers are available. Activity • Daily Quiz competition • Exhibition of Sanskrit Books ICT ? Four smart class rooms are available in the college through which teachers and students opt ICT method for teaching and learning. ? Provision of WiFi facility/Internet connection in Computer labs and in Administrative Office/Staff rooms/Library/Botany Lab.Physical Infrastructure/Instrumentation. The college has 20 classrooms, 11 Labs, 04 Audio Visual Room with latest furniture and equipment, 01 Seminar Hall • Computer lab with 125 computers with WiFi connectivity in Administrative Block • Well equipped laboratories in Physics, Chemistry, Botany, Zoology, Home Science, Music, Sports Room • Smart–Boards and projectors for ICT based Teaching garden with beautiful lawns and flowers in the college premises. • Well maintained Botanical garden with variety of plants • Big Multipurpose Auditorium • Well stocked Library with books, Journals, Reading Hall, Book Bank and Photostat facility • Cosmetology Laboratory offering excellent training and beauty services at nominal charges • RO and Water coolers are installed. |
| * **Human Resource Management**

HRM is very efficient. Various welfare schemes for teaching and non teaching staff are run to distress them. • Orientation programmes for staff are held in various occasion. • Campus facilities, Cosmetology lab, Naturopathy Yoga Lab • Inauguration with Hawan and lungar ceremony for spiritual enhancement of both staff and students. Regular temple prayers are arranged to inculcate the interest in Indian Culture and to create religious atmosphere. • Parties and get together are organised for time to time. • Induction Programme is being organised for new recruits. • Regular meetings of various committees are held time to time to discuss the plan. Discipline committee and cleanliness committee are being formed members of student council actively perform their duties in various function. |
| * Industry Interaction / Collaboration NA
 |
| * Admission of Students
* Centralized On Line admission for all classes and all the streams directed by DHE Haryana
* Admission Schedule is followed as per the University calendar. • Admission details are given on the college website and prospectus in detail. • Admission is strictly according to eligibility criterion of Kurukshetra University Kurukshetra. • Reservation Rules regarding SC/BC/OBC are strictly followed.
* Students are informed regularly for admission by bulk message method. Even personal contact method is used as and when required.
 |
| 6.2.2 : Implementation of e-governance in areas of operations: |
| * **Planning and Development**

**Bulk SMS facility is opted by the institution. To Communicate/call and important message/meeting to Higher Authorities for decision making/Development of college. SMS sent time to time. Whatsapp group of the staff is formed to share important activities of various cells/clubs/departments** |
| * **Administration**

**Sending Email/SMS through Whatsapp notices and agendas to staff rather than printing and distributing them. All day to day activities conducted by respective Department are mandatory to share with college whatsapp group through which principal madam monitors the records. Submission of lesson plans by staff by email. Teaching learning through ICt is opted by the staff.** |
| * **Finance and Accounts**

**Maintenance the college accounts through Tally and salary of the employees is maintained computerized** |
| * **Student Admission and Support**
* **Computerized Attendance system Software with transparency is installed in the college. Where students can check their fee status as well as their attendance record. For admission students have to** [**apply online fromwww.higherduhry.ac.in**](http://www.higherduhry.ac.in/) **website of Higher Education Ddepartment, Haryana. SMS sent to students for Online registration online admission in the college. Proper helpdesk maintained for guidance and online filling of forms. Students can also send queries for admission through website of the college and by email. Lesson Plans and Admission guidelines always upload on the website before the commencement of the session. Proper orientation programme conducted by the college in which by using ICT method (PPT) complete information given to the student. Software for Library is also installed in the Library. Proper Books record is maintained.**
 |
| * Examination

**Online Examination form/Reevaluation form/reappear form filling is opted by the Kurukshetera University, Kurukshetra. So in order to relax students for filling all requirements. Administrative staff fills the form online. Computer awareness programme is conducted by the college in which students are trained for creation of Email IDs, filling of anti ragging forms to know about University Website/how to download Datesheet/Result etc.** |
| **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 |
| Ye ar | Name of teacher | Name of conference/ workshop attended for which financial supportprovided | 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 Collegefor teaching and non teaching staff during the year |
| Year | Title of the professional development programmeorganised for teaching staff | Title of the administrative training programme organised for non-teaching staff | Dates (from-to) | No. of participants (Teaching staff) | No. of participants (Non- teaching 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 developmentprogramme | Number of teachers who attended | Date and Duration(from – to) |
| **FDP by ICFAI** | **2** | **02.08.2019 to 02.08.2019**  |
| **Orientation Prog** | **1** | **13.11.2019 to03.12.2019** |
| **Orientation Prog** | **1** | **04.06.2019 to 01.07.2020** |
| **FDP on IPR** | **1** | **19.05.2020 to ---** |
| **FDP on e-content** | **1** | **26.05.2020 to ----** |
| **FDP by MHRD** | **2** | **22.05.2020 to 28.05.2020** |
| **FDP by MHRD** | **1** | **29.05.2020 to 03.06.2020** |
| **FDP by IILM** | **1** | **25.05.2020 to 29.05.2020** |
| **FDP on econtent** | **1** | **20.06.2020 to ----** |
| **FDP on model** | **1** | **22.05.2020 to 28.05.2020** |
| **Refresher course** | **1** | **18.11.2019 to 01.12.2019** |
|  |  |  |
|  |
| 6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment): |
| Teaching | Non-teaching |
| Permanent | Fulltime | Permanent | Fulltime/temporary |
|  |
| 6.3.5 Welfare schemes for |
| Teaching | **GSLI for all permanent faculty****Holiday Home by Kurukshetra University****FDP during non teaching days****Loan Refundable/Nonrefundable from GPF****Services in Cosmetology Lab at discounted price** |
| Non teaching | **GSLI for all permanent faculty****Loan from GDF****Advance against Salary for contractual Staff ESI** |
| Students | **Financial Assistance to needy and Meritorious students apart from Govt Scholarship/Stipend****Preparation of Voter Identity Card in the college premises only****Book Bank facility in the Library****Dental checkup and Hb check up in the college****Medical Leave for married girls to encourage them to continue studies****Free hostel for sports students****Providing professional training to students to participate in cultural and sports competitions** |
| **6.4 Financial Management and Resource Mobilization** |
| 6.4.1 Institution conducts internal and external financial audits regularly(with in 100 words each**)****All bills are scrutinized by college Bursar by checking the requirement and entry in the stock register. All accounts are audited by local auditors and External by DGHE and A.G** |
| 6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropiesduring the year(not covered in Criterion III) |
| Name of the non government funding | Funds/ Grants received in Rs. | Purpo |
| agencies/ individuals |  | se |
|  |  |  |
| 6.4.2 Total corpus fund generated

|  |  |  |
| --- | --- | --- |
| **Name of the non government funding agencies/ individuals** | **Funds/ Grants received in Rs.** | **Purpose** |
| **Staff** | **Rs. 2,35,300/-** | **To give Scholarship to needy & meritorious students** |
| **Retires** |  |  |
| **Outside Agencies** |  |  |

 |
| **6.5 Internal Quality Assurance System** |
| 6.5.1 Whether Academic and Administrative Audit (AAA) has been done? |
| Audit Type | External | Internal |
|  | Yes/No | Agency | Yes/No | Authority |
| Academic |  |  |  |  |
| Administrative |  |  |  |  |
|  |
| 6.5.2 Activities and support from the Parent – Teacher Association (at least three) |
| **Parent Teacher Meet is organised on Sports Day. Parents are shown the college activities through PPT. Principal and Faculty members interact with the parents. Feedback is taken, analysed and used for improvement in future. • Parents are appraised about the progress of their children. Letters are sent home in case of short attendance/failure in conditional test. Faculty inform telephonically and call parents also in glaring cases. • Parents can visit the college, interact with the faculty and meet the Principal**. |
| 6.5.3 Development programmes for support staff (at least three)**Training for Online Admission process Regular updation of Training programme in ERP, Computer training FDP** |
|  |
| 6.5.4 Post Accreditation initiative(s) (mention at least three)* **Proposals sanctioned under RUSA**
* **Solar Power Grid being installed.**
* **Social outreach Programmes NCC,NSS. FDP**
 |
| **6.5.5**1. Submission of Data for AISHE portal : (Yes /No) YES
2. Participation in NIRF : (Yes /No) NO
3. ISO Certification : (Yes /No) NO
4. 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 byIQAC | Date of conductingactivity | Duration (from to------) | Number ofparticipants |
| **2020** | **National Workshop** | **19.02.2020** | **20.02.2020** | **200** |
| **2020** | **Poetical Symposium** | **03.03.2020** | **03.03.2020** | **50** |

|  |
| --- |
| **CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES** |
| **7.1 - Institutional Values and Social Responsibilities** |
| 7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during theyear) |
| Title of the programme | Period **(from-to)** | Participants |
|  |  | Female | Male |
| Legal Awareness Programme | 18.09.2019Jan. Feb March | 100 | 0 |
| International Women's 'Day | 06.03.2020 -06.03.2020 | 180 | 0 |
|  |
| 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 |
| * **DHE sponsored National Workshop on “Environmental Toxicology and Human Health” was organized on 19,20 February 2020.**
* **Online Poster making competition on Earth Day was organized on 22 April 2020**
* **National Level online Quiz on World Environment Day on 5 June 2020 was organized.**
* **Solar Power Grid under RUSA 2.0 is being installed in the college**
 |
| 7.1.3 Differently abled (Divyangjan) friendliness |
| Items Facilities | Yes/No | No. of Beneficiaries |
| Physical facilities |  |  |
| Provision for lift |  |  |
| Ramp/ Rails |  |  |
| Braille Software/facilities |  |  |
| Rest Rooms |  |  |
| Scribes for examination |  |  |
| 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 anddisadvantages | Number of initiatives taken to engage with and contribute to localcommunity | Date and duration of the initiative | Name of the initiative | Issues addressed | Number of participating students and staff |
| **2019-20** | **1** | **1** | **23.07.2019** | **Bus Pass** | **Transport Facility** |  |
| **2019-20** | **1** |  | **5.10.2019** | **Awareness Programme for School Children** | **Block and Stencil painting** | **50** |
|  |  |  | **4.11.2019** | **------same------** | **Career opportunities** | **50** |
|  |  |  | **5.11.2019** | **------same------** | **IT Skills** | **30** |
|  |  |  | **30.09.2019** | **------same------** | **Career options** | **50** |
|  |  |  | **05.10.2019** | **------same------** | **Personaility Development** | **30** |
|  |
| 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 | Duration (from-------to ) | Number of participants |
|  |  |  |
| Annual Hawan and community lunch | - | - |
| Voter day celebration pledge | 25.01.2020 to 25.01.2020 | 50 |
| NSS Camp | 11.03.2020 to 17.03.2020 | 50 |
| National Road Safety week | 11.01.2020 to 17.01.2020 | 100 |
| 7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five) |
| **Conserving Energy by installing energy efficient LED in the campus • Principal Madam addresses the students in person to teach them healthy habits and keep environment pollution free. • Cleanliness Drive undertaken by Student Council to make college campus litter free and urged students to use dust bins. • Old newspapers were kept in washrooms to dispose dirty napkins. • Tree Plantation and flowers planted. • Eco Cell organised presentation and competitions.** |
|  |
| **7.2 Best Practices** |
| Describe at least two institutional best practicesUpload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link |
| **Swami Vivekananda Day: 12 January 2020 Goal: To dedicate our services to our less fortunate brethren and sow a seed of Philanthropy in our students.****Context: Entire College participate in the noble cause under the auspices of Department of English. Practice: Voluntary donations are collected by student representatives from all the students of the college, faculty and staff. The money collected this year was used to disburse utility items to the inmates of the old Age Home. The entire projectidentifying the cause, requirement procurement and distribution was undertaken by students. Success: The solemn occasion is celebrated as thanks giving. It helps students bow their head in humanity It lets the students come face to face with harsh realities of life and distribution was undertaken by students. Problems Encountered andResources Required: Philanthropy and Publicity at times equated by public in General. Limited resources hamper our students sometimes. Many a times such requests our received which need to be turned down. We hope to continue in our endeavour. Notes: Department of English has been dedicated services towards humanity trough this humble effort ever since the inception of the college. We pray to Almighty to shower his blessings in future also. • Contact Details Name of the Principal: Dr (Ms) Ujjwal Sharma Name of the Institution: Hindu Girls College City: Jagadhri Pin Code: 135003 Accredited Status: A Work Phone :01732242227** [**Fax: 01732245524 Website: www.hgcjagadhri.com**](http://www.hgcjagadhri.com/) **Email****:hgcjagadhri\_girls@rediffmail.com** **Mobile: 09896035311****Women Empowerment- various activities were organized throughout the session:**1. **Rs. 2,35,300/- were collected as donation and disbursed to 98 students**
2. **Free Education to meritorious students.**
3. **Government Minority scholarship awarded to 15 students**
4. **International Women’s day celebration : 06 March 2020**

**Theme : Sashakt Nari Unnat Bharat****Events: Poetical Recitation, Rangoli, Power Point Presentation, Collage making, Quiz, Dance, Singing****Appreciation Award:****Ms Mitu Saluja - Fashion World , Ms Shashi Gaur – Music, Dr Amita - Education, Ms Ritu- - Education****Ms Manisha Jain- Social Work, Ms Sangeeta Aggarwal- Social work, Dr Meenakshi- Social work****Mr Aman Sharma- Social work, Ms Tamanna – Social work, Chief Guest – Dr Vijay Dahiya, CMO Yamuna Nagar** **Dr Poonam Dahiya,SMO Jagadhri** * **Lectures and Awareness camp on Legal Literacy for women. Voter Card.**
* **Marshal Art Training**
 |
| **7.3 Institutional Distinctiveness** |
| Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrustProvide the weblink of the institution in not more than 500 words |
| **The college endeavours to provide maximum opportunity to the girls who are mainly from the neighbourly rural belt. As stated in the Vision and Mission of the college the emphasis is on the all round personality development of all the students. Apart from academics students are encouraged to participate in curricular activities and sports. Many students participate for the first time and in due course win prizes. Extension lectures and inter class activities are organised by respective department. The well placed alumni are testimonial to our efforts.** |

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

**IQAC has planned Institutional calendar 2020-2021 which includes all major activities to be organised by college and respective Department’s /Cells/Clubs. The Institutional calendar is included in the prospectus 2020-2021. Some of the significant activities are :Celebration of National days and Festivals.**

**Organising Cells / Club activities/mento group meetings, PTM, Alumni meet, Women’s day,Vivekanand Day, Teachers Day. College Functions Inaugural Hawan, Orientation Programme, Sports day, Annual Blood Donation Camp. Excursions, Trips, Tours UGC/DHE/ICSSR sponsored National Seminar/Workshop Extension Lectures in respective department /subject and inter college competitions.**

**Name Ms Monika Khurana Name Dr Ujjwal Sharma**

**Signature of the Coordinator, IQAC Signature of the Chairperson, IQAC**

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**Annexure I**

**Abbreviations:**

CAS - Career Advancement Scheme CAT - Common Admission Test CBCS - Choice Based Credit System CE - Centre for Excellence

COP - Career Oriented Programme

CPE - College with Potential for Excellence DPE - Department with Potential for Excellence GATE - Graduate Aptitude Test

NET - National Eligibility Test

PEI - Physical Education Institution SAP - Special Assistance Programme SF - Self Financing

SLET - State Level Eligibility Test TEI - Teacher Education Institution

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For Communication with NAAC

**The Director**

**National Assessment and Accreditation Council (NAAC)**

*(An Autonomous Institution of the University Grants Commission)*

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