



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution		GOVERNMENT COLLEGE
Name of the head of the Institution		S. D Sharma
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01282251256
Mobile no.		9466081008
Registered Email		principal.gcnnl@gmail.com
Alternate Email		principalgcnnl@yahoo.co.in
Address		Railway Road, Near Head Post Office
City/Town		Narnaul
State/UT		Haryana
Pincode		123001
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Surender Kumar
Phone no/Alternate Phone no.	01282251256
Mobile no.	9416127903
Registered Email	naac.gcnnl@gmail.com
Alternate Email	principal.gcnnl@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://gcnnl.ac.in/Home
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4. Whether Academic Calendar prepared during the year

if yes,whether it is uploaded in the institutional website: Weblink :	https://drive.google.com/file/d/187HjtW3jCtTgza53RNDh43oxrGrOlrWB/view?usp=sharing
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5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
2	B+	2.57	2017	22-Feb-2017	21-Feb-2022

6. Date of Establishment of IQAC

12-Apr-2016

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
It is proposed to prepare strategic plan in the Institution	01-Jul-2016 365	3000

To improve the students evaluation process in terms of Internal Evaluation, Attendance, mid examinations, Assignments, Seminars for UG /PG students	01-Jul-2016 365	3000
To Enhance the Teaching Learning Process	01-Jul-2016 365	3000
To improve student feedback system.	01-Jul-2017 365	3000

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Govt College, Narnaul	Salary, DA, LTC, Wages	Govt Of Haryana	2016 365	6075349
Govt. College, Narnaul	Contractual Service	Govt Of Haryana	2016 365	796142
Govt. College, Narnaul	Extension Lecturer	Govt of Haryana	2016 365	7184669
Govt. College, Narnaul	Library Services and Salary	Govt Of haryana	2016 365	59062513
Govt. College, Narnaul	Other Charges	Govt Of haryana	2016 365	70000
Govt. College, Narnaul	Earn while you learn	Govt of Haryana	2016 365	375000
Govt. College, Narnaul	Placement cell	Govt of Haryana	2016 365	51000
Govt College, Narnaul	Women Cell	Govt of Haryana	2016 365	100000
Govt College, Narnaul	Scholarships and Stipends	Govt of Haryana	2016 365	180000
Govt College, Narnaul	Special Component Plan for SC	Govt of Haryana	2016 365	9194000

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC	View Link
10. Number of IQAC meetings held during the year :	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View Uploaded File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)
Completed Assessment and Accreditation by NAAC for Cycle 2 process successfully.
Monitoring and regular follow up of implementation of academic calendar and teaching plan.
Various Committees are formed for support services on the recommendation of IQAC
"Best practices such as No Vehicle Day, Sapling Plantation, Clean & Plastic Free Campus"
IQAC requested every Department and Co-curricular Units/Cultural Clubs/Societies/Committees to keep the Website updated within one week of the said activity. Follow-up committees were made to do the required follow-up of cultural clubs.

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

Plan of Action	Achivements/Outcomes
Ensuring maximum Attendance of students and improvement in quality of classroom teaching	Students classromm attendance improved
Smooth Implementation of Academic calender	Successfully implemented Academic calendar with timely completion of admission and exam
Various Committees are formed for support services on the recommendation of IQAC	Division of work through commiittees
"Best practices such as No Vehicle Day, Sapling Plantation, Clean & Plastic	Ecofriendly campus

Free Campus"	
IQAC requested every Department and Co-curricular Units/Cultural Clubs/Societies/ Committees to keep the Website updated within one week of the said activity. Follow-up committees were made to do the required follow-up of cultural clubs.	Timely Website updation
Constant encouragement and inspiration by the IQAC to promote research aptitude and research ethics among faculty members & students	Developing research culture in College
Collection, analysis of Feedback from all stakeholders and action taken for improvement	Improving feed back system
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2017
Date of Submission	01-Jul-2017
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	1. Personal details of employees 2. Leave Section 3. NOC section 4. Sanction post/ workload 5. Non teaching staff position 6. Online DPR 7. Employee verification 8. Reports. 9. employee list 10. retiree list 11. deputation report

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

The college regards effective delivery of curriculum as the most vital curricular aspect. The college follows the curriculum prescribed by the University through its Boards of Studies. Our faculty members have worked on the Board of Studies and their sub-committees, substantially contributed to the

curriculum development. Govt College Narnaul offers various UG and PG courses approved by UGC with well planned syllabus and curriculum including practical subjects.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Nil	00	Nil	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	0	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MSc	Chemistry	01/07/2016
MSc	Zoology	01/07/2016
MSc	Botany	01/07/2016
MSc	Geography	01/07/2016
MSc	Math	01/07/2016
MSc	Geology	01/07/2016
MCom	Commerce	01/07/2016
MA	English	01/07/2016

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

	Certificate	Diploma Course
Number of Students	0	0

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
0	Nil	0
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	management	16
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
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Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

In order to analyze the lag areas of the college and scope for further improvement, feedback from students have been received. This report focuses on feedback of students on syllabus, Teaching and Monitoring process. Data collection and analysis An effort was made to receive feedback from the students of the college. For this purpose, hardcopies of feedback from were printed and distributed among the students. Many responses from each course and class been received from the students. After giving feedback by every student papers are collected by the office and calculated the overall grade for each subject and each lecturer. The Student Feedback System is developed to facilitate easy processing of Feedback in the institution. Some problems were identified like Shortage of classroom, lack of sports facility, Drinking water supply issues etc. and follow up is done accordingly. Teachers Feedback Teachers Feedback is important to anchor institution system within a strong instructional framework. If teachers and principals share a vision of good instruction and a common language, they are more likely to support teachers' instructional improvement efforts with feedback that is consistent and coherent among feedback providers. Effective feedback from teachers assists in student identification of different levels of understanding. Teachers can determine the learning preference of individual students and get the information to help guide instruction. Students are able to achieve their targeted goals and submit appropriate work on time. For this purpose hard copies of feedback proforma was distributed among teachers and analysed by IQAC for effective problem identification and their solution. Parents Feedback Parents have entrusted the future of their children into our hands and thus they play a very important role in the development and enhancement of the quality of this learning experience. Feedback from parents allows the institute to evaluate its service provision and thus cater to providing excellent service towards the students. Likewise every year at the end of the semester feedback forms are distributed to the parents of final year undergraduate students. This circulation, distribution of feedback forms and collection of filled feedback forms was done by the IQAC department.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
Nill	Pease see the uploaded excel file	Nill	Nill	Nill

[View Uploaded File](#)

2.2 – Catering to Student Diversity

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

Year	Number of	Number of	Number of	Number of	Number of
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	students enrolled in the institution (UG)	students enrolled in the institution (PG)	fulltime teachers available in the institution teaching only UG courses	fulltime teachers available in the institution teaching only PG courses	teachers teaching both UG and PG courses
2016	3751	407	32	21	21

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
85	72	7	5	5	2

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

In our institution, mentoring system has been introduced from 2015-2016, for establishing a better and effective relationship between student and teacher and also continuously monitor, council and guide students in educational and personal matter. All teachers work as mentors for students allotted to them. The students must feel to confide in their mentors. This is a continuous process till the end of academic career of student. The aim of student mentor-ship is – 1. To enhance teacher –student relationship. 2. To enhance student's academic performance and attendance. 3. To minimize student's dropout ratio. 4. To monitor the student's regularity and discipline. 5. To enable the parents to know about the performance of regularity of wards. The IQAC had taken the initiative of implementing the mentoring of students. Students are based on the streams of studies and also according to their core subjects. They are divided into groups of 40 - 45 students. Mentors maintain and update the mentoring format after collecting all necessary information. Mentors are expected to offer guidance and counselling as and when they required. It is the practice of mentors to meet students individually or in groups. In isolated cases parents are called for counselling and their special meeting with the principal at the suggestion of the mentor. If a student is identified as having weakness in particular subject, it is duty of mentor to apprise the concerned subject teacher. At least 3 to 4 meeting are arranged by mentors for their mentee in each semester. Though, the system has only been implemented in the last few years, significant improvement in the teacher student relationship is observed. This system has been useful in identifying slow and advanced learner and through a careful examination of each mentors report the college has organized 'Remedial Classes' in identified topics. HOD will meet all mentors of his/her department at least once in a month to review paper implementation of system. Advice mentors wherever necessary. Type of mentoring done in our institution are 1. Professional Guidance – Regarding professional goals, selection of career and higher education. 2. Career Advancements Regarding self-employment, entrepreneurship development, opportunities, morale, honesty, integrity required for career growth. 3. Coursework Specific – Regarding attendance and performance in present semester and overall performance in the previous semester. Outcomes of the system a) The attendance percentage of the students has increase to greater extend. b) The number of detainment of students has decrease consistently. c) Due to direct communication between mentor and the student, there was good improvement in student-teacher relationship.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4158	85	1 : 49

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
111	85	26	0	15

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

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

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
Nil	Please see the uploaded excel file	Nil	Nil	Nil
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Govt. College, Narnaul being affiliated to Maharshi Dayanand University, Rohtak is bound by the University rules regarding Internal Assessment. ? As per university norms usually internal assessment weightage is 20 of Maximum marks for particular course of a particular program. ? The breakup of Internal Assessment as prescribed by the University is as follows: 50 through Class Tests 25 through Assignments, presentations and response in the class and remaining 25 through Attendance. ? Teachers make the students aware about the Internal Assessment Evaluation Criteria and it is discussed with them in detail, at the outset of the session to enhance transparency and rigor with a view to motivate them for individual and original work. ? The criterion is quite clear transparent devoid of any bias on the part of the teacher. Students are informed at the outset that independent learning, discussion, queries and original new ideas will be given additional points. ? At least 2 class and multiple Assignments are conducted to give maximum opportunities to improve their performance. Best performance is considered for final internal assessment evaluation. ? A variety of evaluation techniques and methods such as MCQs, Analytical tests, Case studies, Oral tests, Classroom presentations, individual and group projects are adopted. The College encourages the teachers to adopt project based practical learning before semester-end examinations held by the University. Teachers are given free hand to design their own evaluation methods. ? Teachers also bridge the knowledge gap of the students through innovative pedagogical practices employed in their teaching. ? According to individual needs of the students, sometimes personalized and individual evaluation methods are evolved

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

Academic calendar for each session is prepared by University and college adhered to the same for teaching terms, vacations and conduct of exams.

2.6 – Student Performance and Learning Outcomes

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

<http://gcnnl.ac.in>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Please see the uploaded excel file	Nil	Nil	Nil	Nil	Nil

[View Uploaded File](#)

2.7 – Student Satisfaction Survey

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

<http://gcnnl.ac.in>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	Nil	NIL	Nil	Nil
Minor Projects	Nil	NIL	Nil	Nil
Interdisciplinary Projects	Nil	NIL	Nil	Nil
Industry sponsored Projects	Nil	NIL	Nil	Nil
Projects sponsored by the University	Nil	NIL	Nil	Nil
Students Research Projects (Other than compulsory by the University)	Nil	NIL	Nil	Nil
International Projects	Nil	NIL	Nil	Nil
Any Other (Specify)	Nil	NIL	Nil	Nil

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3.2 – Innovation Ecosystem

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

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

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

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

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

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NIL	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
Nil	nil	0	0
View Uploaded File			

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

Department	Number of Publication
nil	0
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
0	0	0	Nil	0	0	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
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0	0	0	Nil	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Nil	0	0	0	Nil
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Republic Day	HR-16 BN and GC, Narnaul	6	105
NCC Day Celebration	SW,SD GC Narnaul	15	75
Beti Bachao Beti Padao Abhiyan	Women Development Cell	10	60
International Women Day	Women Development Cell	12	65
Rangoli and Mehendi Competition	Women Development Cell	8	45
Voter Awareness	SW,SD GC Narnaul	20	78
Campus Cleaning Drive	SW,SD GC Narnaul	38	90
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
nil	nil	nil	0
View File			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Red Ribbon Club	Govt. College, Narnaul	World Aids Day Celebration	5	70
Swachh Bharat	SW,SD GC Narnaul	Swachhta Seminar	15	70
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
nil	nil	nil	0
View File			

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

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
nil	Nil	nil	0
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
77.1	76.37

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Nil
Classrooms with Wi-Fi OR LAN	Nil
Seminar halls with ICT facilities	Existing
Video Centre	Nil
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Soul 2.0 LE	Partially	2.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	24707	56176750	27	6750	24734	56183500
Reference Books	28643	7160750	20	6000	28663	7166750
e-Books	0	0	0	0	0	0
Journals	0	0	0	0	0	0
e-Journals	0	0	0	0	0	0
Digital Database	0	0	0	0	0	0
CD & Video	0	0	0	0	0	0
Library Automation	0	0	0	0	0	0
Weeding (hard & soft)	0	0	0	0	0	0
Others(s pecify)	0	0	0	0	0	0

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nil

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	46	2	1	0	0	0	0	20	0
Added	0	0	0	0	0	0	0	0	0
Total	46	2	1	0	0	0	0	20	0

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

20 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
115	81.07	115	81.07

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

The various committee have constituted for smooth functioning, maintaining and utilization of academic and sports facilities. The physical facilities, such as Girls Common Room, Laboratories, Classrooms, Library, NCC office, NSS office, and Sports Complex, are maintained by House Keeping and Non-Teaching staff under the supervision of the Cleanness committee and Head of the Department, respectively. Utilization of the classrooms is facilitated to the students in working days. It is also made available to other governmental organizations, i.e., as Haryana Staff Selection Commission and Haryana Board of School Education, for conducting exams during vacations and holidays. The masonry and plumbing works are carried out by skilled persons of the governmental bodies, i.e., the Department of Public Health and Works, PWD (BR). Additionally, local skilled persons are hired to maintain the college infrastructure, and the expenditure is incurred from Maintenance fund. Manufacturers and service personnel check laboratory and sports equipment during working and non-working days under the observation of the Lab Assistant. Stock registers are maintained regularly. Athletic meet organized by the Department of Sports. The College has been funded under the RUSA scheme 1.0 for new construction and upgrade the existing facilities. PWD (BR) constructed and handed over a new administrative block. The New Administrative block helped to enhance the efficiency of administration by creating various organizational units to support and monitor the overall development of the College. Rs, 68 24,000 was used to construct the administrative block, and Rs 2,309,538 was used to purchase new equipment, i.e., Computers, printers, and Projectors. New computers were used to establish a new computer lab and issued to various departments for academic and research work. Additionally, the remaining computers and printers were issued to various departments to enhance faculty research work and administrative work. The new digital lounges scope helps students learn computing skills related to the Internet, online reading, form filling, and other Internet-related activity. The College has good computers with high-speed internet connections and software, distributed in different locales like the departments laboratories, library and office. Internal Staff members maintain computers. Each laboratory has a Lab assistant who ensures proper usage of the computers and hazardous equipment is handled with care. The working hours of the library are from 9:00 a.m to 4.00 p.m on working days. The activities like fumigation, preservation of books from insects and dust, and shelving of reading materials are promptly regularly by the housekeeping

/Library Staff. A 25kVA Mahindra Silent Diesel power generator (25KVA) is installed on the campus to handle the occasional power shutdown. The non-teaching staff member under the supervision of a teaching staff member maintains it. NSS, NCC, and YRC maintain certain areas of the College clean for planting. A water tank on the college campus has been constructed to keep the water available during the peak summer days. The registrar committee has constituted to review the students evaluation process in terms of internal evaluation, attendance, monthly class tests, and assignments seminars for UG/PG.

<http://gcnnl.ac.in>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Sports kit, Sports Items	50	35000
Financial Support from Other Sources			
a) National	NIL	Nil	Nil
b) International	NIL	Nil	Nil

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
A separate English language lab established in our college	Nil	3870	Nil

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2016	Extension lectures delivered under the aegis of placement cell	250	240	120	90

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
8	8	4

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
A separate placement cell established in our institution regarding this program	Nil	Nil	Axis Bank Ltd. Bandhan Bank Ltd. CSB Bank Ltd. City Union Bank Ltd. • Tata Consulting Services Ltd. • Infosys Ltd. • HDFC Bank Ltd. • Hindustan Unilever Limited. • ICICI Bank Ltd. • Bharti Airtel Ltd.	50	14
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2016	10	B.A , Bcom , BSC, M.A, Mcom, MSC	All Departments	IGU Rewari MDU Rohtak University of Rajasthan, CUH	M.Tech, Ph.D
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	3
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
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62nd Annual Athletic meet	College Level	180
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2016	NIL	Nill	0	0	00	00
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

All the department have separate subject society in which students class representative participate and discuss the welfare , academic excellence of the students.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

250

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

50000

5.4.4 – Meetings/activities organized by Alumni Association :

Bi-annual meetings are organized by alumni associations to augment the welfare of the institution in the form of financial help i.e. donation of career oriented books among the students , disbursement of winter clothes to needy students etc.

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)

Institute has a mechanism for delegating authority and providing operational autonomy to all the various functionaries to work towards decentralized governance system. The Institute promotes a culture of participative management by involving the staff and students in various activities. All decisions of the Institution are governed by the management of facts and information. Both students and faculties give their suggestions to improve excellence in every aspect of the institute. The Principal, Academic coordinator and Staff members are involved in defining the policies and procedures, framing guidelines, rules and regulations pertaining to admission grievance, counselling, placement and discipline. Students are empowered to play an active role as a coordinator of co-curricular activities and extracurricular activities, social service coordinator. Office members are involved in executing day-to-day support

services for both students and faculties. During the year 2016- 17, the college organized cultural fest and delegated power to the teaching staff, non-teaching staff and students to mobilize the resources in the annual Cultural Fest - (Basant Utsav). Every Department has societies in which academic fests are organized by the teachers and students both. The academic fest at the department level is discussed by the HOD with the faculty team in consultation with the principal. The Principal, Faculty and Non-Teaching staff members are involved in executing the procedures, made by DHE guidelines and rules and regulation pertaining to admissions. Student union is also assigned duties regarding the grievances of the students during the time of admissions. Student's grievances redressal committee is always there for attending and redressal of student's problem. There is also an Internal complaint committee in which the students are empowered to play an active role as the student coordinator for taking the problems of the students and discuss these problems with the faculty and Principal. The IQAC (Internal Quality Assurance Cell) of the college is working hard incessantly and looking into the quality sustenance, enhancement and improvement of the College.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	<p>1. Faculty member of each Department is member of IGU-Learning Outcome-Based Curriculum Framework (LOCF) for Undergraduate Syllabus. 2. Faculty members routinely attend Departmental meetings held in the University by the Parent Departments and Faculty Development Programs for curriculum development/modifications. The college supports by providing duty leave for the same, all faculty members can avail this leave as, and how it is required. 3. The scope of curriculum prescribed by University is further strengthened by promoting research into associated and peripheral areas. Organize talks, seminars, conferences, workshops. E-presentations by both experts and students, which explore the limits of prescribed syllabus, contribute to curriculum development</p>
Teaching and Learning	<p>All the teachers of the College prepare Academic Teaching plan. They use the ICT Technology, Group Discussion, Case Study, project work, Fieldwork, multiple-choice questions related to the topic ? Tools for Innovative Teaching and learning are :</p> <ul style="list-style-type: none"> • e-Lectures portal created for students • Online lectures through MS Teams, Google meet, zoom, Hangout etc. <p>Newspaper cut-outs to showcase factual</p>

	<p>data, Projecting Newspaper, Broadcast News clippings • Regular assignments, Class-tests. • Writing exercise to impart analytical and critical Writing skills to the students, • Various Softwares are used like TALLY, MSOffice, etc.</p>
Examination and Evaluation	<p>1. The college has been Central Evaluation Centre (CEC) for all UG and PG classes, 2. A designated Coordinator is appointed for smooth running of exams 3. The college conducts Home-Examination after the mid-semester break in each semester.</p>
Research and Development	<p>1. The College provides a number of facilities for Research Development: like support for the organization of national/ international, Seminars /webinars, workshops, invited lectures, talks and conferences etc. 2. Newsletters and e-journals are published by several departments every year.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>1. The college library is partially automated. It has 56732 books, reference books and subscribes 05 Newspapers. It has a separate Reading Room for girls and boys students. 2. Photocopy facility is also available for the students and staff.</p>
Human Resource Management	<p>1. The College takes the utmost care to manage its human resource efficiently and carefully. Following steps have been taken to manage the human resource: a) Bio-metric attendance system ensures regularity and fair assessment of teaching and non-teaching staff. 2. Grievances of students are held by periodic General Assemblies, Grievance Cell, Pictorial Board, and Internal Complaints Committee and other channels. 3. Parents-Teachers-Student Interface are held twice a year to provide a platform to the Parents to interact on a one to one basis with their ward`s teachers to discuss and suggest any changes that would improve the existing modalities of teaching and infrastructure. 4. Review visits are conducted by IQAC to ensure proper working of the system. 5. College provides medical facilities to the students such as First Aid and sanitary napkins for girls students as per DHE norms</p>
Industry Interaction / Collaboration	<p>1. To expand the horizon, to extend</p>

	<p>facilities, to promote the research acumen, and to enhance the employability and job opportunities of the students, the college has extended interaction and collaboration with various institutions. As college run professional courses like BBA, BCA so it provide opportunities to do summer training /internship in various industries /organization. 2. Beside this, department of commerce and management organize industrial visit for enhance the practical knowledge of the students.</p>
Admission of Students	<p>1. Admission of students are done as prescribed by the rules and regulations of the DHE. 2. Core committee and departmental subcommittees for admissions comprising Teaching and Non-Teaching Staff and student volunteers ensure.</p>

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

E-governance area	Details
Planning and Development	Time-Table, attendance , Workload, Academic Calendar ,curriculum Plan etc.
Administration	GEM
Finance and Accounts	e-salary
Student Admission and Support	ERP
Examination	Offline

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
2016	NA	NA	Na	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2016	Na	NA	Null	Null	Null	Null
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NIL	0	Nil	Nil	00
View File				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

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

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> • Reimbursement of tuition fee of their children as per rules • Reimbursement of medical bills • LTC, HTC Facility • Various kinds of leaves: Earned Leave, Child Care Leave, Casual Leave, Sabbatical, Study Leave etc. are given to the faculty members as per Haryana Govt. rules. 	<ul style="list-style-type: none"> • Reimbursement of tuition fee of their children • Reimbursement of medical bills • LTC, HTC Facility • Festival Advance. • Uniform expenses • Cycle Advance • Two wheeler advance etc. are given as per Haryana Govt. rules. 	<ul style="list-style-type: none"> • Provides scholarships to the students as per Haryana Govt. rules. • Relaxation of attendance for participation in Sports/NCC/ various other intra/inter college /University /State/National/International level activities/events etc. as per University guidelines. • Placement/Career Guidance. • Common Room for girls students assistance for participating in the Sports/other Extra-Curricular Activities.

6.4 – Financial Management and Resource Mobilization

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

Audit by the higher Education Department government of Haryana.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NO	0	NIL
View File		

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NIL	No	NIL
Administrative	Yes	Financial Department Haryana	Yes	Financial Department Haryana

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

1. The college organizes Parents-Teachers-Students Interface (PTSI) every semester. These meetings aim to provide a platform to Parents to interact on one to one basis with their ward`s teachers and discuss and suggest any changes that would improve the existing modalities of teaching and infrastructure. 2. The Parents are invited for an interaction with the Principal and Staff on Orientation Day. This has been widely attended by parents. 3. Parents are welcomed during admissions and interact with staff and students` volunteers. 4. Parents of all prize winners are invited on Annual Prize Distribution Function. 5. Parents are requested to fill the Feedback forms which are analyzed by the feedback committees so that appropriate action can be taken.

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

1. Organised one day GEM training workshop for teaching and non-teaching staff of Govt. College, Narnaul by IQAC and Computer Science Department of Govt. College, Narnaul . 2. Office etiquette and support. 3. Self management , wellness and happiness.

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

1. Introduction of new programs 2. E-Content development curriculum. 3. Introduction of outcome based education system. 4. Enhancement of infrastructure. 5. Introduction of examination reforms. 6. Industry collaborations. 7. Introductions to mentor ship diaries. 8. Online students admission.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	NIL	Nil	Nil	Nil	0
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

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

Womens Day Celebration	08/03/2017	08/03/2017	100	0
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7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
0 of power requirement of the College met by the renewable energy sources.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Provision for lift	No	0
Ramp/Rails	Yes	3
Braille Software/facilities	No	0
Rest Rooms	Yes	1
Scribes for examination	Yes	2
Special skill development for differently abled students	No	0
Special skill development for differently abled students	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	0	0	Nil	00	00	00	0
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
1.Code of Professional ethics	01/07/2016	Code of Professional ethics is followed by all staff members.
2.Code of conduct for students	01/07/2016	Code of conduct for the students is printed and given to students.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence Day	15/08/2016	15/08/2016	300
Teachers Day	05/09/2016	05/09/2016	150

Republic Day	26/01/2017	26/01/2017	350
Women Day	08/03/2017	08/03/2017	180
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1.Clean Campus -College has a concept of clean campus based on zero Garbage Concept. 2.Green Campus -College has green campus concept which promotes more plantation in college having varieties of plants and trees. 3. College has a plastic free campus initiatives -students and teachers are encouraged to use cotton clothes carrying bags and natural packing materials. 4.Anti Pollution free campus - college promotes smoke, pollution free campus. Vehicle parking area is outside of college campus. 5.Anti Fire Crackers Campaign

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Title- Talent search scheme OBJECTIVE OF THE PRACTICE - Developing Multi-talent in student, instillation of the values bringing mental wellness and physical fitness CONTEXT:- To bring multi talents of students due to increasing competition and changing social scenario. PRACTICE :- Quiz, Cultural, competitions, Sports activities were done EVIDENCE OF SUCCESS:- Many Students got jobs in various fields and won awards. PROBLEM ENCOUNTERED:- No
2. Title - Students counselling scheme OBJECTIVE:- To counsel weaker and needy sections of students CONTEXT :- During Students classes, it was felt to make counsel them regarding their carriers , jobs PRACTICE :- Counselling were done by staff members in their spare times EVIDENCE OF SUCCESS- Students felt light burden in their study ,their confidence level increased . PROBLEM ENCOUNTERED:- No

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

https://drive.google.com/file/d/1cohaSEwe3aov-McGXpZxcrpKldlPYsIP/view?usp=drive_link

7.3 – Institutional Distinctiveness

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

The college strives to seek a permanent recognition in the fields of Arts, Science and Commerce. Its aim is to make students cultured, civilized and well educated and prepared them for challenges and opportunities. Through inviting suggestions to be made available personally or by putting them in suggestion box. Many students achieved honors for the college at zonal, university and state level. Placement cell helps students to identify job opportunities. Academic, personal carrier and psycho social counselling services are available in the college.

Provide the weblink of the institution

https://drive.google.com/file/d/1pQ4yn21jM388fcgf4Y9u-I6dwsAInvYh/view?usp=drive_link

8.Future Plans of Actions for Next Academic Year

Keeping Track of Academic Performance specially for new courses. Wifi campus Eco Friendly Campus Beautification of College campus and surroundings Timely updation of College Website Implementation of Academic Calendar Collection, analysis of Feedback from all stakeholders and action taken for improvement

