



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		GOVT. COLLEGE FOR WOMEN, NARNAUL
Name of the head of the Institution		Sh. R K Yadav
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01282250260
Mobile no.		9467830500
Registered Email		gcw_narnaul@yahoo.co.in
Alternate Email		gcwonn190500@gmail.com
Address		Behror Road
City/Town		Narnaul
State/UT		Haryana
Pincode		123001
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Sh. R P Yadav
Phone no/Alternate Phone no.	01282250260
Mobile no.	9467830500
Registered Email	gcw_narnaul@yahoo.co.in
Alternate Email	gcwnn190500@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://gcwnarnaul.ac.in/images/83/MultipleFiles/File17001.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://gcnnl.ac.in/Home

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
2	B	2.13	2015	15-Nov-2015	14-Nov-2020

6. Date of Establishment of IQAC	02-Jul-2018
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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
Minutes of IQAC	02-Jul-2018 1	9
Minutes of IQAC	02-Nov-2018 1	9

Minutes of IQAC	11-Apr-2019 1	9
Feedback form Students	04-Nov-2018 7	210
Feedback form Parents	04-Nov-2018 7	31
To improve the infrastructural facilities in the college campus.	11-Apr-2019 1	9

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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
GCW NARNAUL	Scholarship (Stipend) for SC students	DGHE Haryana	2018 365	10444000
GCW NARNAUL	Haryana State Meritorious Incentive Scheme For UG	DGHE Haryana	2018 365	60000
GCW NARNAUL	Haryana State Meritorious Incentive Scheme For PG	DGHE Haryana	2018 365	48000
GCW NARNAUL	Merit Scholarship for Girls Topper in 10+2	DGHE Haryana	2018 365	30000
GCW NARNAUL	Earn While You Learn	DGHE Haryana	2018 365	100000
GCW NARNAUL	Lab Upgradation	DGHE Haryana	2018 365	150000
GCW NARNAUL	Wome Study Development	DGHE Haryana	2018 365	142000
GCW NARNAUL	Sports	DGHE Haryana	2018 365	160000
GCW NARNAUL	Science Exhibition	DGHE Haryana	2018 365	25000
GCW NARNAUL	Cultural Activities	DGHE Haryana	2018 365	30000

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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)

1. All heads of departments and incharges of cells, Committees etc. were instructed to prepare academic Calendar 2. CoCurricular and extra activity plan through cells and clubs. 3. ICT infrastructure to be Implemented. 4. The Principal requested all the HODS to organise Seminars/ Special Lecture/ Workshop/Talk for students with IQAC. She further requested all the teachers to encourage motivate students to actively take part in the enrichment programmes prepare Papers for presentation in front of the resource persons. 5. To improve academic environment and discipline.

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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
To motivate teachers to publish papers in seminars/ conferences, participate in workshops. Symposium etc.	IQAC motivated faculty members to publish research papers and total Eleven were published in International, National and one book also published and twenty two papers were presented.
To Extensively use ICT Tools, E Resources by the teachers for teaching.	100% teachers are using College ERP and ICT Tools.
To undertake feedback from all students at the end of each semester	Feedback Analysis was conducted and following actions were undertaken, Online scholarship and lesson plan were started earlier it was offline.
To conduct various extension activities	Fifty five students were participated in Swachh Bharat Summer Internship, Sixty students were participated in

	First Aid and Home Nursing Training, Participation in State level Youth Parliament				
To develop Smart Class Rooms	Ten smart class rooms were developed and college campus covered under CCTV cameras, New furniture was purchased				
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Chairman</td> <td style="text-align: center;">02-Nov-2018</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	Chairman	02-Nov-2018
Name of Statutory Body	Meeting Date				
Chairman	02-Nov-2018				
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	2018				
Date of Submission	23-May-2018				
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)	A Management Information System module is operational under the aegis of Department of Higher Education, Haryana. The MIS keeps a continuous supply of information from the DGHE. It incorporates decision support system, virtual office knowledge base system for the entire organization. MIS is used for primary identification of problems and possible solutions. It helps the college and the Department to pinpoint the location of problems and causes. It provides an organizational data of the Regular contractual employees. It helps the college for coordination, control, analysis and visualization of information. It also provides the data of planning, designing, developing and evaluating the information system. It helps to process and to interpret massive amount of data from multiple sources and generate procured information regarding teacher's day to day lectures, weekly				

reports, Verification of employees, transfer/deputation report, leave data, NOC for various domain, workload Assessment report, faculty position teaching and nonteaching online DPR classes 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

Course curriculum is finally approved by the academic council of the university and displayed on the Indira Gandhi University Meerpur website. In response to it, our institution has an excellent mechanism for well planned delivery of the prescribed syllabus. College has the central time table Committee as well as departmental time table committees responsible for designing the time table and following the curriculum. The Academic planning starts with very beginning of every academic session. Teacher- wise time table is also pasted on every classroom. From the beginning of teaching daily attendance register is maintained for students by all the faculty members. The students who are absent are reported for fine through absentee slips. Those who are absent for long time are informed through phone and post. The roll no of the students who remain absent for more than fifteen days are struck off and they are sent information about it. Absentee slips are maintained for a session and fine is charged before the semester exams. Secondly, the syllabi is divided week wise and lesson-plans are prepared by the all teachers. This lesson plan is displayed on the notice boards of the respective departments for the convenience of students. Thirdly, for awarding internal marks (20% of the total marks) various perimeters like attendance, assignment and class test are taken periodically and documentation is done accordingly. Most of the teaching is done using chalk & board but along with that there are ten smart rooms in the college and the teaching is also done using smart rooms and e-content of various subjects that is available. Time table of the college is prepared class wise taking into consideration all the subject combination. All the departmental heads also asked to prepare their respective time table teacher wise and display it for students. Each department holds inter class competition for better understanding of these subjects and keep track of the activities in there society register. Teacher wise time table is also displayed rooms wise. College administration always works for the scope of improvement by Class- Tests, assignments, Projects, Paper presentation, PPTs are taken from the students and marks of internal assessment are awarded on the performance of the students in the class. IQAC of the college is committed to zero tolerance towards copying to ensure quality education. Sometimes it leads to low pass percentage also but IQAC of the college insists on the quality education.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
NIL	NIL	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	Nill
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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
MA	Nill	Nill

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

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

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
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nill
Alumni	Nill
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
<p>Feedback is an essential element of the teaching- learning process. College administration and IQAC of the college feels that strong feedback system and student satisfaction is must in order to improve the teaching-learning process. The College encourages feedback from the students, parents and teaching faculty. The mode of feedback is offline. Surveys are very essential for the growth of the institution and healthy environment to cater quality education to the satisfaction of all the students. IQAC of the college has planned, developed and executed a strong feedback system of its own. Complaint and suggestion boxes have been installed at the administrative block in the college. It organizes feedback from students and parents for self evaluation and improvement. Random feedback from the students is carried out towards the end of the session on curriculum regarding infrastructure available in the college. Teaching method of the teachers and their performance is also</p>

evaluated through the process of feedback. Random student satisfaction surveys are also carried out in each semester. Parents - Teachers meetings are also organized to discuss overall development of the students, during such meetings parents and teachers can discuss about strong and weak areas of the particular student. Grievances Redressal cell for students as well as staff, Anti Ragging cell, Prevention of Sexual Harassment Cells for staff and students have been created to redress the grievances of the students and employees and to provide healthy, hearty, free and secure environment for all the students. They also receive assessment and regular feedback about their strengths and weaknesses on their assignments and examinations. While in our college, faculty has been capable and uses innovative methods of teaching, we further strengthen these practices based on students' and staff members' feedback for quality education. Such type of healthy environment is must for holistic development and multifarious development of young budding personalities. Grievances Redressal cell of the College takes care of the grievances and the feedback system of the college help for necessary improvement in the teaching and learning process. Applications and the complaints received in complaint box are monitored, scrutinized and analysed by the cell and are taken up with the concerned authorities, teachers, departments, Principal etc. After proper disposal of the issues, Complainant students are informed about action taken and resolution. Feedback received from students is also analyzed and utilized and the valuable suggestions of them are given due considerations, discussed in the staff meeting.

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
BA	Art	2400	2528	2188
BCom	Commerce	480	534	464
BSc	Medical	240	293	233
BSc	Non-Medical	480	521	451
MA	English	80	104	71
MA	Hindi	80	110	77
MA	Pol Science	80	118	74
MSc	Mathematics	80	134	75

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	3386	297	45	0	30

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
75	65	10	10	10	10
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)

The college has a well structured mentoring system. Every department assigns a tutor to maintain the profile of the students through CIMS to monitor their academic and soft skills gaps and progress. Small batches are allotted to the tutors who are personally guided and counseled by them. On the basis of their academic and personal record they are categorized. The Institution follows the students - tutor mechanism in all the classes. The Tutor provides them individual attention and one to one counseling to address their personal, emotional, professional, social issues which also help to reduce the dropout rate. Performance of the students is regularly monitored by the tutors and suitable corrective measures are taken as and when required. Thereafter suitable remedial means like extra classes, tutorials and counseling sessions are organized, to the needs of the special categories. Advanced learners are encouraged to visit the Library and consult Latest journals. They are provided advanced study material through the CIMS portal. Tutors lay great emphasis on the overall personality development of its students and motivates them to participate in games, sports and curricular activities. All the departments and various cells organised a Large number of activities to groom their personality and to prepare them to face any challenges in life. Value added courses have been introduced to provide life skills to the students. IQAC of the college lays special emphasis on effective mentoring system in the college keeping in mind the diversity of the learners coming from different social economic and educational background. The faculty of the college has been made to use interactive method of teaching by using PPTS, ICT, E-Resources, organizing field. Tours faculty of the college encourages participative learning by organizing group discussion, Open discussions and by giving assignments to them. Doubt clearing classes both for the weak and the advanced students are arranged so that neither of them suffer and may get maximum benefit from the teacher. IQAC of the college feels that the mentoring system will be more effective and the faculty will be able to impart its best only when it is updated in its knowledge. That is why, it makes sure that the faculty attends more and more seminars, workshops, in service training, use ICT, E-resources etc.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3683	75	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
57	75	0	3	33

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
No Data Entered/Not Applicable !!!			
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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
BA	Arts	VI	24/05/2019	28/06/2019
BCom	Commerce	VI	14/05/2019	29/06/2019
BSc	Medical	VI	25/05/2019	25/06/2019
BSc	Non-Medical	VI	25/05/2019	03/06/2019
MA	English	IV	31/05/2019	10/07/2019
MA	Hindi	IV	31/05/2019	20/11/2019
MA	Pol Science	IV	27/05/2019	25/11/2019
MSc	Mathematics	IV	27/05/2019	11/11/2019
No file uploaded.				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Evaluation process is standardized by the respective departments internally. The senior faculty assists and guides the younger faculty regarding the same. Following reforms have been initiated on continuous internal evaluation system at the institutional level. 1. Faculty members apprise the students about the evaluation process in their class. Evaluated assignments and class tests are returned to them for a short period, during which student's doubts regarding evaluation are taken up. Serious grievances connected with evaluation are taken up by examination committee of the college. 2. The university adopted the semester system of teaching in 2011 as recommended by the UGC. For outstanding sports persons the university allowed special condoning of lectures. 3. Internal assessments of 20 marks is taken very seriously by the institution. It ensures complete transparency in the entire internal evaluation system by scrupulously following the earlier processes of house tests. For this purpose there is an examination committee which ensures that -Submission of assignments is time bound. -Class tests are conducted within a particular testing-window already mentioned in college prospectus. -Transparency in evaluation. -Students can get their answer books and can re-evaluated by paying the prescribed fee to the university. -Students can have photocopy of the answer book after the declaration of the result by paying the prescribed fee to the university -Credit system for evaluation has been adopted for P.G. courses.

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 the university and college adhered to the same for teaching terms, vacations and conduct of exams. Academic calendar of university for session 2017-2018 is followed. It is displayed well in advance in the college prospectus. The institution prepares academic calendar in coordination with IQAC, incorporating the latest topics and skills required for the students, in the form of guest lectures, workshops, field visits, seminars. Thereafter teaching schedules are planned by the department for odd and even semesters respectively. Ground time table is prepared by the committee especially constituted for this purpose. Thereafter the respective HOD'S prepare the time table of their departments and disseminate the same. The entire syllabus is divided in units and monthly syllabus breakups as per availability of teaching days .Lesson plans are prepared. The college provides curriculum schedule for the submission of assignments and class tests. Class tests are conducted in a planned manner keeping in view the class-size and number particular papers are being studied

by each student.

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://gcwnarnaul.ac.in/images/83/MultipleFiles/File16984.pdf>

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
Nil	BA	Art	795	425	53.45
Nil	BCom	Commerce	166	125	75.30
Nil	BSc	Medical & Non-Medical	274	120	43.79
Nil	MA	English	31	3	8.38
Nil	MA	Hindi	37	34	64
Nil	MA	Pol Science	34	33	97.06
Nil	MSc	Mathematics	36	30	63.89

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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://gcwnarnaul.ac.in/images/83/MultipleFiles/File16986.pdf>

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
No Data Entered/Not Applicable !!!				
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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
No Data Entered/Not Applicable !!!		

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
No Data Entered/Not Applicable !!!				
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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
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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)
International	English	1	5.25
International	GEOGRAPHY	6	4.73
International	MATHEMATICS	4	5.11
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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
English	1
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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
No Data Entered/Not Applicable !!!						
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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
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
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Presented papers	0	22	0	0
Attended/Seminars/Workshops	0	3	0	0
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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
Seven Day Camp	NSS in Mohala Mali Tibba	3	150
State Level Ambulance Competition	YRC with Yaduvanshi Siksha Niketan Degree College	1	5
Red Cross Camp	YRC with Govt. College Ateli	1	10
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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
No Data Entered/Not Applicable !!!			
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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
International Yoga day	NSS	Yoga	3	150
Summer Internship	NSS	NSS with various Villages	3	55
Swachh Bharat	NSS	Swachhta Pakhwara	3	148
Swachh Bharat	NSS	Swachhta hi Sewa Abhiyan on the occasion of 150 Birth Anniversary of Mahatma Gandhi	3	155
Aids Awareness	NSS	Awareness Campaign	3	172
Awareness	NCC	Anti Tobacco day	20	53

Swachh Bharat	NCC	Rally	4	48
Awareness	Youth Red Cross	Essay Write, Speech, Poster Making Competition	5	52
Awareness Scheme	District Legal Cell	Slogan Writing, Speech, Poem, On Spot Painting	12	70
Quiz	Inter College	Inter College Geography Quiz	1	3
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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
No Data Entered/Not Applicable !!!			
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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
No Data Entered/Not Applicable !!!					
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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
No Data Entered/Not Applicable !!!			
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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
3000000	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
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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	Partially	2.0	2013

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	19666	Nil	228	94449	19894	94449
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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
NA	NA	NA	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	99	3	25	3	3	1	17	10	0
Added	0	0	0	0	0	0	0	0	0
Total	99	3	25	3	3	1	17	10	0

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

10 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
NA	NA

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
59358	59358	0	0

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 college ensures optimal allocation and utilization of available financial resources for maintenance. The college strives for the holistic development of the students. The college has established procedure and transparent policies to maintain, utilize and upgrade the facilities through Supporting staff and various committees / cells. The college ensures optimal utilization of its 10 smart classrooms, 2 Computer labs and one language lab by encouraging Innovative teaching-learning practices like use of Power Point Presentations, LCD projectors, smart boards etc. The college has well equipped air conditioned English language lab consisting of 25 computers with LAN facility and soft skill software. This lab is mainly used for developing soft skills. The college has upgraded its IT infrastructure in view of the recent developments and change in technology to meet the teaching learning requirements. IT cell is responsible for the maintenance of computers and smooth functioning of network facilities in college. It also looks into the college website upgradation time to time, biometric services, procurement of hardware software and other items related to computers. College has a placement cell or career counseling cell with a regular staff who guide the students regarding various career options and preparation methods. It also facilitates the placement of local students in final year by the different companies. College has different laboratories for practical subjects like Geography, Home Science, Psychology, Chemistry, Physics, Zoology, Botany and Computer Science. For science stream utilization of infrastructure is ensured through well qualified and experienced lab technicians. The available physical infrastructure is optimally utilized beyond regular college hours, to conduct co-curricular activities / extra co-curricular activities etc.

<http://gcwnarnaul.ac.in/images/83/MultipleFiles/File16987.pdf>

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	Scholarship Provided by Govt	788	10582000
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
View File			

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
English Language Lab	28/06/2010	125	DGHE
Computer Lab	01/01/2011	909	DGHE
Health Checkup	22/12/2018	150	NSS
First Aid Home Nursing Training	22/12/2018	150	NSS
Awareness Lecture on Health	23/12/2018	150	NSS

[View File](#)

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
2019	Job fair Organized at GCG Gurugram	42	42	0	0
2018	Extension Lecture on 16/01/2019	95	95	0	0
2019	Extension Lecture on 20/11/2018	75	75	0	0
2019	Extension Lecture 21/01/2019	98	98	0	0
2019	Employability Training by cequin	314	314	0	0

[View File](#)

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
1	1	60

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
Nil	0	0	Nav Jyoti Global Solution Ltd, Plan Realty Gurugram, Ambe NS Agro Products, Clevora Global, Pukhraj Health GGN	75	13

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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
2018	12	BSc- Medical Non Medical, BA	Science, Arts	Central University Haryana, IGU Rewari, University of Rajasthan, GC Narnaul and GCW Narnaul	MSc, MA
View File					

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	6
Any Other	7
View File	

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

Activity	Level	Number of Participants
Annual Athletic Meet	College	98
Cultural Fest/ Talent Search	College	120
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	NIL	Nil	Nil	Nil	NIL	NIL
2019	NIL	Nil	Nil	Nil	NIL	NIL
View File						

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

The prominent role of student council is to enhance the interests of the students in accordance with the college and participation of the students in the multiple affairs of the college. Here are some eminent objectives of the Student Councils follows- • To intensify communication amidst students, staff and management. • To enhance camaraderie and esteem among pupils. • To bolster up the management and staff for the growth of the college. • To provide a platform where the students can showcase their talent without hesitation.

Function of student council:- Student council which embodies as the representative body of the student population coordinates with the college

administration. They play an eminent role to raise up their voices regarding concerns, aspirations and interests of the students to college administration. Student council acts as a liaison between students and administration which acknowledged the student voices and their concerns. Constitution of student council:- As far as the matter of student council is concerned, it advocates for student interests, rights and overall student welfare. Student council was formed during 2018-2019 session where B.com. Final year student Diksha elected as President. For the post of Vice President, student Ritu from the Department of M. Sc. Mathematics Final Year was appointed. B.Com second year student Divya Sharma won the post of secretary. B. A. First year student Priyanka Saini got victory for the post of Joint Secretary. Apart from that Pooja, Sonu, Nandini Saini and Pooja Sharma elected as members of student council. Vice President Ritu was awarded Certificate of High Honour for Guest in Genius Hunt Prize Distribution Function held at District Level Programme. Student Council resolved numerous comprehensive problems in which mainly transport issues included. Female students have to face certain hurdles, regarding transportation. City bus facility has been provided by Roadways Authority by the recommendation of student council. In crux if we say student council proves to be the backbone of entire college as well as students then it won't be an exaggeration.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

NIL

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)

GCW aims at imparting value-based education which makes the students disciplined, polite, competent, confident, kind and great human beings. The purpose providing this education is to prepare the students in such a way that society feels blessed to have such great souls. Our college focuses on inculcating moral and ethical values amongst the students so that they turn out be good citizens and serve the country. The institute has a practice of participative management. All decisions of the college are governed by the management of facts and information. The college believes in decentralization of power hence it provides better opportunities to all the stakeholders in the decision-making process. Participative management can be seen in the administrative and academic structure of the college. The Principal is the administrative and academic head of the college, followed by the Bursar, Dean and heads of departments and teaching faculties, whereas the registrar is followed by the office superintendent, head clerk, senior clerk and junior clerk. Each department of the college has autonomy in day-to-day working. Freedom to make decisions for academic activities like preparation of

department time tables, lesson plans, expert lectures, workshops etc. rests with them. College has constituted various committees to perform various academic and co-curricular activities, and the college provides operational autonomy to all the functionaries to work towards a decentralized governance system. Each committee has one convener and some members, so all the staff members get an opportunity to participate in college activities equally. The college ensures that there is a channel of supervision and accountability in the management so that it helps in promoting a culture of decentralization of power. A few instances of the practice of decentralization and participative management are as follows: 1. The college conducted an Annual Prize Distribution function in the last year. All the teaching and non-teaching staff members were assigned different duties for the smooth functioning of the event. Apart from the staff members, volunteer students, NSS and NCC students were actively engaged in the event. So, it is a good example of participative management. 2. The college conducts regular principal and staff meetings so that staff members can air their views and help in better administration and management. 3. During the sports meet held last year, all the teaching and non-teaching members actively participated irrespective of their departments. 4. The examinations were carried out twice in the last year and all the staff was engaged actively. The senior faculty members were appointed as superintendent and deputy superintendent, and the other staff members were appointed as invigilators. Some clerks were appointed to each examination centre. 5. Keeping in view the idea of decentralization and participative management all the committees like women cell, hostel board committee and Sexual Harassment committee are comprised of faculties of different departments. The participation of students in sports, NSS, NCC and extra-curricular activities is encouraged to attain the overall development of students.

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	GCW, NNL is affiliated with Indira Gandhi University, Rewari. It follows and adheres to the curriculum designed by the university. The planning for teaching-learning in the Odd Semester is done in the month of May-June and for the Even Semester in November-December. As soon as the new session starts, all the departments provide departmental workload and prepare the departmental time table. To make education more effective, papers are allotted according to the specialization of the teachers. Central time table is prepared by the time table committee with the help of the H.O.Ds. The room timetable is also displayed outside each classroom. To enhance the quality and know the limitations of the syllabus, students' feedback is taken into consideration. The Head of the college looks into the overall academic growth and quality

improvement of the college through various strategies.

Teaching and Learning

The college focuses on certain points to improve the quality of teaching and learning like smart classrooms, regular exposure of the teachers and students to seminars/ workshops and FDPs, organising departmental activities like debate and quiz competitions, organising expert lectures and availability of a vast and rich library. Critical thinking is encouraged through debates and competitions. Innovative teaching methods like group discussion, seminars, group projects, field trips etc. are adopted to make the teaching-learning process more effective and participatory also students are motivated to go for self-learning. Creativity and healthy competition are fostered through co-curricular activities. Students' feedback is collected and analyzed regularly to make amendments to the teaching-learning process. Remedial classes are also held for needy students requiring additional assistance. To encourage healthy interaction between students and faculty this goes beyond the classroom and turns Learning beyond curriculum.

Examination and Evaluation

Examination and evaluation are done by the university norms. All the faculty members get different roles to play during exams and the college tries its best to conduct the examination fairly. • It has a systematic procedure for conducting semester examinations as per university norms. As soon as the date sheets are out college passes the information to the students by putting a notice on the college notice board. • Examination Committee/ deployed staff ensure smooth conduct and the curbing of malpractices in examinations. • The Practical examination is conducted by internal and external examiners. • Many faculty members have evaluated university examination answer scripts. • Transparency is maintained in the entire evaluation process. • Apart from the University Exam, the academic progress of students is monitored based on continuous evaluation in the form of internal assessments, class tests, assignments, oral and written

presentations, project works and other innovative tools to gauge students' course-specific outcomes.

Research and Development

This college prioritises research development. It is quite evident from the following points:

- It encourages research activities by providing the necessary infrastructure to faculty and students as well.
- All the faculty members are encouraged to go for research work. The Principal motivates the teachers, particularly the newly appointed, to attend seminars and workshops.
- The college felicitates the faculty members whenever they are doing great in research work like completing a Ph.D., getting published research papers from time to time to avail CAS benefits as well as improve the research environment in the college.
- Teachers are also provided all support for research and development, for attending seminars and workshops like sanctioning duty leaves and encouraging faculty to interact with faculty from other universities.

Library, ICT and Physical Infrastructure / Instrumentation

- The college library, ICTs, labs, Administrative offices, Girl's Hostel etc. are designed workspaces with high-quality facilities. Before the session, all the departments prepare a list of required books, so the library is updated every year.
- The college library is vast, rich and partially automated where Nineteen Thousand Eight Hundred Ninety-Four Books, Reference Books, Journals, and eleven subscribed newspapers are available. In 2018-2019 the library procured 228 new books in various disciplines. The library is easily accessible and it is equipped with instruments for the differently-abled. A photocopy facility is also available for the students and faculty.
- The college maintains a well-equipped ICT centre with three full-fledged Computer Labs for the college community. It has computers with internet connection to be available for the staff and students. The college has two classrooms with projectors.
- The college has a large well-maintained lawn. Other physical facilities are departmental staff rooms, an Internal Quality Assurance Cell, a Home science lab, a Language lab, a Psychology lab and a Music lab.
- Water purifier

system with water coolers in each building, Toilets for both male and female faculty members and students on each floor of the college • Canteen facility, Power generator for backup electricity and adequate parking space for vehicles

Human Resource Management

All the teaching and non-teaching staff members are the human resource of the institution. The college focuses on a decentralized resources management structure that takes out the best from every stakeholder and at the same time enhances their abilities so that all resources are effectively used. The following measures are taken into action: • The Head of the college, Bursar, college council, convener-members of various committees and student representatives ensure active monitoring of College functioning. This decentralized resource management structure helps strengthen the potential of each individual while resulting in the smooth and effective functioning of the college without burdening a few. • To encourage participation actively in self-development programmes. They are also motivated to participate in workshops, conferences, Faculty Development Programmes, Seminars, Orientation Programmes and Refresher Courses etc. • To engage the faculty in various college work and assign them different college activities according to their interest and ability. • To arrange seminars, workshops and training programmes for the teaching and non-teaching staff in the college and motivate them to do well in research too. • To organise regular staff meetings to resolve any academic or personal issues or grievances of staff.

Industry Interaction / Collaboration

To strengthen industry interaction and collaboration, the college runs an active placement cell which benefits the students a lot. The college ties up with various industries and corporate companies by organizing the following: • Expert and Extension lectures from resource persons from the industry. • Occasional visits to the industry • Regular placement drives are conducted. • Departments are also motivated to make their course of learning relevant to the industry.

Admission of Students	<p>The admission process for students is fully transparent. It is done by rules and regulations of I.G. University and D.G.H.E. Govt. of Haryana and catering to the reserved category guidelines. • Before admission dates, various admission committees are formed including all the faculty members for the smooth functioning of the admission process at the UG and PG levels for different streams. • Information about the admission process like physical counselling, the last date of fee payment etc. is passed to everyone through local newspapers and the college notice boards. • Proper counselling is given to new UG/PG aspirants regarding the documentation required for admission by the help desk. College administration ensures a fair and smooth admission process and takes care of students facilities regarding admissions.</p>
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6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
No Data Entered/Not Applicable !!!	

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
2018	Dr. Puran Prabha	National Seminar on Smart Cities Rural Development and Sustainable Clean Environment	Nill	2880
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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)
2018	NIL	NIL	Nill	Nill	Nill	Nill

2019	NIL	NIL	Nil	Nil	Nil	Nil
View File						

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
Orientation Programme with Grade A at Bhagat Phool Singh Mahila Vishwavidyala, Khanpur Kalan, (Sonipat)	1	22/05/2018	18/06/2018	28
Refresher Course with Grade A at University of Rajasthan, (Jaipur)	1	28/05/2018	16/06/2018	20
Refresher Course with Grade A at G.J.U. Hisar	1	21/06/2018	11/07/2018	21
Refresher Course at Central University of Rajasthan	1	09/04/2019	19/04/2019	10
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
27	53	12	17

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
the college provides welfare schemes to create an efficient, healthy, loyal and satisfied workplace for every stakeholder. Major welfare schemes are as follows: • Provident fund and ESI coverage for all • Provision of maternity, paternity and miscarriage leave and CCL for a	<ul style="list-style-type: none"> • Provident fund and ESI coverage for all • Provision of maternity, paternity and miscarriage leave and CCL for a maximum period of two years as per government guidelines. • Granting various leaves like Casual leave, short leave, duty leave, Earned leave, academic leave and 	Student Welfare is a top priority for the college, and to help them financially the college practices a welfare scheme which is called Earn While You Learn. In the scheme, some students are selected based on merit and their financial background after that these students are

maximum period of two years as per government guidelines. • LTC, Leave Encashment and children's education allowance • Advance loan in case of exigency. • Granting various leaves like Casual leave, short leave, duty leave, Earned leave, academic leave and compensatory leave as per government guidelines. • Medical Reimbursement, First Aid and Medical Facility • Annual performance appraisal. • TA and DA to attend seminars and conferences • Organizing sports and games activities for both male and female staff

compensatory leave as per government guidelines. • LTC, Leave Encashment and children's education allowance • Advance loan in case of exigency. • Offer wheat loans during the session. • Medical Reimbursement, First Aid and Medical Facility • Providing festival gifts on festivals like Diwali, Holi • Annual performance appraisal • Sports and game activities for male and female non-teaching staff

assigned to various departments to work part-time. The main purpose of this scheme is to provide financial support to needy students, allowing them to continue their education independently and continuously. • Deserving students were felicitated on the Annual Prize Distribution Function. Students from economically weaker sections and lower classes are given various scholarships based on their merit. • Mentor-mentee groups are formed so that students can avail guidance and counselling from teachers regarding career opportunities and their issues. The students are provided with First Aid and medical facilities and fee concession based on category. • Financial Assistance is also provided for participation in academic activities, sports and 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)

Internal Audit The institution undergoes different audits financial as well as infrastructural time to time to ensure financial compliance. To audit all financial rules, regulations and guidelines of the Government of Haryana and India are strictly followed. The college does an internal audit every year. A team is made for checking bills and vouchers. Every year the Principal forms this team which comprises one member from commerce, one member from Economics and other members from different departments. All types of purchasing and expenses-related bills are checked by the bursar before final approval of DDO. The bursar also maintains the cashbooks, receipts, bills and vouchers. All these are checked by the internal team of auditors. All these mechanisms exhibit the transparency being maintained in financial matters and adherence to financial discipline to avoid embezzlement or defalcation of funds or properties of the institution at all levels. No external audit was done in this session.

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
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NIL	0	0
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	Null	No	Null
Administrative	No	Null	No	Null

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

The College does not have a Parent Teacher Association. However, The College focuses on interacting with the parents as well. The IQAC actively looks for feedback from the parents of the students studying in the College. The feedback is then analysed to improve the functioning of the College. • Further, there is active interaction with parents during the admission process and orientation programme. At the time of admissions, faculty and committee members counsel the students and the parents about the admission process, choice of subjects to opt for, eligibility criteria and scope for various courses etc. The parents of the new entrants are invited for an interaction with the Principal and Administration on Orientation Days for the college and Hostel. This has been appreciated by parents and has created a bond between the parents and the institution. • Teachers are in constant touch with the parents. Parents are provided with information about the attendance of the students over the phone. College organises an Annual Prize Distribution Function every year and the parents of the awardees are invited to attend the function.

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

The Health Awareness Programme, Personality Development and Stress Management Awareness Program were conducted by the Psychology Department which focused on safety measures. • Awareness Program for Lab Safety Measures. • The College encourages its support staff to pursue higher education in the form of leave and academic support. The staff is also sent on training as and when programmes are announced.

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

Introduction of new programs • Development of E-Content curriculum • Implementation of an outcome-based education system • Improvements in infrastructure • Implementation of examination reforms • Online student admissions

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	Date of	Duration From	Duration To	Number of
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	initiative by IQAC	conducting IQAC			participants
2018	NIL	Nil	Nil	Nil	0
2019	NIL	Nil	Nil	Nil	0
View File					

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
Women Empowerment and Women Education Competition	29/09/2018	29/09/2018	43	Nil
My Vote My Asset (Essay Writing)	29/09/2018	29/09/2018	34	Nil
Kalatmak Pratiyogita	24/09/2018	24/09/2018	60	Nil
Women Empowerment (Poem, PPT)	27/09/2018	27/09/2018	36	Nil
Celebration of National Voter Day	25/01/2019	25/01/2019	35	Nil

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
LED lights are being are used in the campus.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	5
Ramp/Rails	Yes	5
Rest Rooms	Yes	5
Scribes for examination	Yes	3

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
2018	1	1	10/12/2018	1	Tabacco free	Anti Tabacco	40

[View File](#)

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Extension Lecture	18/09/2018	18/09/2018	61
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Government College for Women, Narnaul, Haryana is a proud educational institution which has been rendering its service since 1988 and dedicated to providing higher education to women in the region. It is situated in the heart of the city, making it accessible to students from various parts of the district. It is providing higher education at mass level without compromising the quality aspect. It has been successful in achieving set quality benchmarks in studies, co-curricula/extracurricular activities, extension initiatives and infrastructural facilities. It is committed to provide affordable quality higher education in congenial environment to the students from differently placed socio-economic sections of the society. The institution has a remarkable distinction in its ability to appeal to a broad spectrum of society, welcoming students from diverse socio-economic backgrounds to receive quality higher education in an inclusive and mutually beneficial environment. This college offers a range of undergraduate and postgraduate courses across various disciplines, encompassing arts, science, commerce, and humanities. The specific programs offered may vary from year to year. The college is situated on a campus equipped with classrooms, laboratories, libraries, and administrative buildings, creating a conducive atmosphere for learning. Notably, the institution provides residential facilities to meritorious female students hailing from remote areas, ensuring they have a safe and supportive place to stay in the Girls Hostel. This institution plays a vital role in serving students from nearby rural areas, offering them easy access to quality higher education. To alleviate the financial burden of transportation costs, the college collaborates closely with the Haryana Transport Department to provide subsidized bus passes to these students. It provides a well-rounded education, combining academic, co-curricular, and extra-curricular activities, all at a very reasonable fee structure. Moreover, the institution offers scholarships to numerous students, making it feasible for them to cover their educational expenses and continue their studies without facing financial hardships. For students in need who wish to balance work with their studies, there is the option to enroll in the Earn While You Learn Scheme, providing them with a valuable source of financial support. Additionally, the College Alumni Association extends monetary aid to those students facing financial challenges. In essence, the college is steadfastly committed to making quality higher education accessible and affordable to all students. The colleges key differentiating factor is its commitment to providing equally accessible, quality higher education to underprivileged students in an environment characterized by equity, fairness, and reason. Here, students from diverse backgrounds come together for their comprehensive development, imbibing the values of inclusive growth and offering mutual sup

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice: I- Participative Management Objectives In our institution, participative management and decentralization are fundamental to our college activities and represent best practices. Our primary goal is to encourage synergy among the Principal, college administration, faculty, students, and non-teaching staff, while cultivating an efficient, transparent, and consultative work culture. We emphasize this approach to effectively manage our diverse college activities, motivate staff and students to take ownership of their tasks, and instill in them a strong sense of belonging to the institution.

Context Government College for Women, Narnaul is a prominent higher education institution, catering to approximately 3200 students across various undergraduate and postgraduate programs. The implementation of participative management plays a pivotal role in alleviating the Principals workload, enabling them to focus on enhancing the overall efficiency and effectiveness of the colleges operations. Furthermore, addressing the diverse array of student-related issues necessitates a decentralized approach, allowing for tailored solutions. This approach requires consistent and incremental planning to engage different staff members based on their interests and abilities. Additionally, it is imperative to communicate specific objectives for their respective roles to minimize subjectivity. To foster a culture of trust and empowerment, it is crucial to ensure that individuals can work without unnecessary concerns about potential repercussions for well-intentioned decisions. The Principal should assume a leadership role and take responsibility for the outcomes achieved through participative management.

Practice: Participative management, also known as participatory management or involvement, is an approach to decision-making and leadership that encourages the teachers, non teaching staff and students, at all levels of an organization to actively participate in the decision-making process. This management style is often contrasted with traditional top-down or autocratic management, where decisions are made by a select few at the top of the organizational hierarchy and then passed down to lower-level employees. The senior most teachers along with the Principal form the highest decision making body, namely, College Council. The Principal in the light of the policy guidelines and the vision and mission of the college conducts the activities of the institution with the active support of the empowered College Council. The teachers take self responsibility to oversee the imparting of teaching activities in accordance with decided learning outcomes and they ensure the exhaustive coverage of syllabus according to the predecided lesson plans. The College Superintendent leads the non teaching staff working in office, library and laboratories. He works in close collaboration with the Principal and teaching staff to provide necessary ancillary and menial support through the non teaching staff members. He is also the part of staff meetings if any issue related to the office is involved. He provides necessary consultation to the Principal and College Council in official and administrative matters. Opportunity is given to the teachers to contribute their ideas, suggestions, and feedback regarding issues that affect their work, such as process improvements, work procedures, or strategic planning. It aims to empower employees by giving them a sense of ownership and responsibility for their work and the organizations success. This empowerment can lead to increased motivation and job satisfaction. The college has a clear vision and mission statement, and effective leadership that are committed to excellence in education. The College invested in faculty development programs, encouraging faculty members to attend workshops, conferences, and pursue higher qualifications to enhance their teaching and research skills. Regularly review and update academic programs to harmonize with changing educational and industry needs. The college implemented curriculum enhancements by regularly reviewing and updating course offerings, ensuring alignment with industry standards and emerging trends. Prioritize student welfare, engagement, and

learning outcomes. Implement feedback mechanisms for continuous improvement and the institution also focused on a student-centric approach by providing academic and career counseling, mentorship programs, and fostering a supportive learning environment. The college actively participated in community engagement and extension activities, benefiting both students and the community. Efforts were made to ensure the holistic development of students by promoting extracurricular activities, sports, and cultural events. Faculty and students were encouraged to engage in research area and innovation activities, resulting in numerous research publications and innovative projects related to their work. The institution invested in infrastructure development, including state-of-the-art laboratories, libraries, and technology-enabled classrooms, to facilitate effective learning. Regular student feedback mechanisms were implemented to gather insights into the quality of teaching, infrastructure, and overall satisfaction. The institution undertook eco-friendly initiatives, such as waste management and energy conservation, contributing to a sustainable campus environment.

Practice-II Holistic Development of Students Objectives

Government College for Women, Narnaul, has such a comprehensive and holistic approach to the development of its students. The colleges mission and goals seem to be focused on nurturing well-rounded individuals who are not only academically proficient but also socially conscious, professionally oriented, rational humanists, and vocally expressive citizens of India. The college is committed to the holistic development of its students, emphasizing that education should go beyond academics to encompass various aspects of personal and social growth. Context Managing a diverse student population of approximately 3200 students with varying learning levels, aptitudes, and socio-economic backgrounds is indeed a significant challenge for any educational institution. However, the commitment of Government College for Women, Narnaul, to providing opportunities for all students to grow and develop as assets to society is commendable. To achieve dedicated work culture and encouraging learning environment and to socialize students for their all round development, there is a need of innovative thinking and dedication on the part of staff of the institution. They have to involve students in mutually supportive environment for making the mentioned best practice a reality. Practice The practice of holistic development of students needs keen efforts at multiple levels on the part of staff, students and other stakeholders. It involves not only the core teaching- learning activities but also a excess of other measures such as co-curricular/ extra-curricular activities, extension initiatives, students' participative role in college activities, expert lectures, helpful infrastructural and ICT facilities and engaging role of faculty. Here are some strategies that the followed by faculty and administration to address this challenge effectively:

- **Differentiated Instruction:** it recognizes that all the students having different learning levels and aptitudes. Implement differentiated instruction strategies in the classroom to cater to individual learning needs. This might involve adjusting teaching methods, materials, and assessments to meet the diverse needs of students.
- **Academic Support Services:** Offer academic support services such as tutoring, study groups, and academic advising to assist students who may be struggling academically. Provide resources to help them catch up and excel. Develop a robust career counseling program that can help the students to explore their interests, strengths, and career goals. Encourage students to consider various academic programs and career pathways according to their abilities and interests.
- **Mentorship Programs:** Establish mentorship programs where more experienced students or faculty members can guide and support newer students, helping them navigate the academic and social aspects of college life. Promote an inclusive and equitable learning environment that values diversity. Encourage respectful dialogue and understanding among students from different socio-economic backgrounds.
- **Extracurricular Activities:** Offer a wide range of extracurricular activities and sports that sustain to various interests and talents. These activities can

provide students with opportunities for personal growth and skill development. Promote the community engagement initiatives that allow students to apply their knowledge and skills in real-world settings, promoting civic responsibility and social awareness that can enhance the collaboration among students of different backgrounds and abilities. Group projects and team-based learning can help students learn from each other and appreciate diversity. • Professional Development: Invest in professional development for faculty and staff to enhance their teaching skills, cultural competence, and ability to support diverse student populations effectively. • Feedback Mechanisms: Establish feedback mechanisms where students can provide input on their educational experiences and suggest improvements. Act upon this feedback to continually enhance the learning environment. The college excels in offering a diverse range of co-curricular and extra-curricular activities, seamlessly integrated with the regular academic curriculum. Various entities such as NSS units, NCC units, Womens Cell, Placement Cell, Legal Literacy Cell, and Subject Societies play a vibrant role in orchestrating these activities. Their primary aim is to cultivate a deep sense of awareness and responsibility among students towards their environment and society. Teachers actively engage students as collaborators in these initiatives, providing them with an enriching environment to gain practical insights into different fields and domains.

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

<http://gcwnarnaul.ac.in/images/83/MultipleFiles/File16988.pdf>

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

Government College for Women, Narnaul, Haryana is a proud educational institution which has been rendering its service since 1988 and dedicated to providing higher education to women in the region. It is situated in the heart of the city, making it accessible to students from various parts of the district. It is providing higher education at mass level without compromising the quality aspect. It has been successful in achieving set quality benchmarks in studies, co-curricula/extracurricular activities, extension initiatives and infrastructural facilities. It is committed to provide affordable quality higher education in congenial environment to the students from differently placed socio-economic sections of the society. The institution has a remarkable distinction in its ability to appeal to a broad spectrum of society, welcoming students from diverse socio-economic backgrounds to receive quality higher education in an inclusive and mutually beneficial environment. This college offers a range of undergraduate and postgraduate courses across various disciplines, encompassing arts, science, commerce, and humanities. The specific programs offered may vary from year to year. The college is situated on a campus equipped with classrooms, laboratories, libraries, and administrative buildings, creating a conducive atmosphere for learning. Notably, the institution provides residential facilities to meritorious female students hailing from remote areas, ensuring they have a safe and supportive place to stay in the Girls Hostel. This institution plays a vital role in serving students from nearby rural areas, offering them easy access to quality higher education. To alleviate the financial burden of transportation costs, the college collaborates closely with the Haryana Transport Department to provide subsidized bus passes to these students. It provides a well-rounded education, combining academic, co-curricular, and extra-curricular activities, all at a very reasonable fee structure. Moreover, the institution offers scholarships to numerous students, making it feasible for them to cover their educational expenses and continue their studies without facing financial hardships. For

students in need who wish to balance work with their studies, there is the option to enroll in the Earn While You Learn Scheme, providing them with a valuable source of financial support. Additionally, the College Alumni Association extends monetary aid to those students facing financial challenges. In essence, the college is steadfastly committed to making quality higher education accessible and affordable to all students. The college's key differentiating factor is its commitment to providing equally accessible, quality higher education to underprivileged students in an environment characterized by equity, fairness, and reason. Here, students from diverse backgrounds come together for their comprehensive development, imbibing the values of inclusive growth and offering mutual support on their journey towards progress. The institution ensures the easy availability of higher education through various financial initiatives, social welfare measures, and other provisions, all the while upholding the uncompromising quality of education. As a result, a highly congenial environment has been nurtured, where learning takes place naturally and effortlessly. At the heart of Government College for Women, Narnaul, is a healthy work culture that harnesses the positive energy of both staff and students.

Provide the weblink of the institution

<http://gcwnarnaul.ac.in/images/83/MultipleFiles/File16989.pdf>

8.Future Plans of Actions for Next Academic Year

1.The building support is inadequate some classes are held in open ground. There is a need of new teaching block as demand of PG classes has been sent to DGHE. 2. Formation of Mentor-Mentee groups for the betterment of students. 3. All the departments were encouraged to organized seminar, workshop for PG courses and to prepare curriculum for value added courses. 4.Developing of ICT enabled classrooms/ Lab to improve teaching-learning. 5. Value based education may be given more attention. Yoga and Meditation classes may be introduced. 6.WSDC/NCC/NSS/YRC/RED RIBBON Club units of the college are advised to organize more activities for the benefit of students. 7. Regular Medical Checkup for anemic students and look after is necessary for the students as many of them come from lower middle-class families. 8. More sanitary napkins may be distributed among girl students. 9. To encouraged faculty members to undertake more and more research.