YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	Shaheed Dalbir Singh Govt. College Kharkhoda
• Name of the Head of the institution	Smt. Kiran Saroha
• Designation	Officiating Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	
• Mobile No:	8901355485
• Registered e-mail	gckharkhoda@gmail.com
• Alternate e-mail	iqac.gckharkhoda@gmail.com
• Address	O/o Principal, Shaheed Dalbir Singh Govt. College Kharkhoda, V.P.O - Pipli, Delhi Road, Near KMP Highway, Kharkhoda (Sonepat) Pin Code: -131402
• City/Town	Kharkhoda (Sonepat)
• State/UT	Haryana
• Pin Code	131402
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education

• Location	**Rural**
• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**Maharshi Dayanand University, Rohtak**
• Name of the IQAC Coordinator	**Sh. Vinod Malik**
• Phone No.	**01262258258**
• Alternate phone No.	
• Mobile	**9466151566**
• IQAC e-mail address	**iqac.gckharkhoda@gmail.com**
• Alternate e-mail address	**malik323@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://sdsgckharkhoda.ac.in/
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://sdsgckharkhoda.ac.in/QuickLinks?ID=BFcJrpmMV3E=

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**2.79**	**2023**	**20/02/2023**	**19/02/2028**

6.Date of Establishment of IQAC	**21/09/2013**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**

• Upload latest notification of formation of IQAC	[View File](#)	
9.No. of IQAC meetings held during the year	**5**	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	[View File](#)	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**	
• If yes, mention the amount		

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

Administrative & Academic Audit.

Online Academic Calendar, Online Departmental Calendar.

Talent Search program Professional Development Training Program.

Five Days Workshop, Human Rights Day, National Seminar.

Skill Training Program, Seven Days Camp, Educational Tour.

Extension Lecture, YRC Day, Annual Function

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

Plan of Action	Achievements/Outcomes
Anti-Ragging Committee	**Anti-Ragging Committee is formed as per the guidelines of UGC. At the time of admission, the College administration has taken an affidavit from every student regarding their non- involvement in ragging activities. All the proctors are allocated a**

	particular area for proctorial duties and they make sure that there are no instances of ragging and harassment of the students anywhere in the campus. Anti-ragging posters are displayed at all prominent places within the campus and women helpline numbers are prominently displayed. Due to the strict vigilance of the College administration, not a single incidence of ragging has been noticed in the College till date. Main gate is guarded and entry points are screened through CCTV cameras. Safety and security of all the students and staff is ensured through CCTV which are installed at many places. To ensure safe journey of the girl students studying in this Colleges; by the tired less efforts of College administration a pink bus service is provided by Haryana Roadways Sonepat depot.
Counselling	The College has consistently strived to address contemporary issues like gender, women concern, transgender issues, safety and security etc. through its academic content and extension lectures. The Women Cell of the College is very active in this direction. Self-defence classes are organized for the girl students for life skills and to face difficult situations and make them independent, active and aware. The girl students are also informed about DURGA SHAKTI App and toll-free no. 1091. Various activities are organized in the

	College for the girls' students to facilitate self-development and nurture them so that they become aware, active and energetic. Eminent personalities and experts are invited from the industries and social sectors to conduct workshops, sessions and lectures related to women safety and security such as self-defence, cyber-crime, police training and so on. Besides these, the Legal Literacy Cell of the College also organizes extension lectures and seminars on legal rights and duties like Domestic Violence Acts, SC/ST Act, Minority Section Rights etc.
Common Room:	The College has a separate common room for girl students. It is monitored through CCTV cameras. Sanitary Pad vending and disposal machines are installed in the girl's common room.
Suggestion Box	Students who feel anything in appropriate in academics, library, any clubs/cells or in peer groups or faculty members can easily drop a suggestion for development and sharing his/her ideas .
Skill development Centre	AIPL AND MARUTI SUZUKI REACHED FOR MOU IN CURRENT SESSION

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
COLLEGE COUNCIL	12/03/2024

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-2023	12/02/2024

15.Multidisciplinary / interdisciplinary

A key pillar of National education policy is liberal education which sensitize students to the fundamentally multi-disciplinary/inter disciplinary, the significant principle which merges with the element of choice is the introduction of Multi-disciplinary studies. Students are now free to pick subjects from either stream that might interest them pursue them as major and minor courses. Multidisciplinary is also reflected in the integration of vocational activities life skills, physical education and extracurricular activities within the pedagogy for the holistic development of student's personality. The meaning of curricular and extra-curricular activities together with the introduction of multidisciplinary studies is a step in the right direction. Marketing would be benefitted from studying behavioral psychology to understand how the customer makes buying decisions. Similarly political scientists could make use of Mathematical knowledge to analyze the results of their quantitative researches. The flexibility to choose subjects from sciences and humanities with the ability to learn fine arts and sports will give students a wide range of subjects to choose without the restrictions they faced earlier. With creative combination of subject's cutting edge curriculum, flexible options and multiple entry and exit options during the undergraduate course students can explore their areas of interest and also choose careers of their choice. In addition this kind of approach will poster intellectual curiosity, a critical thought process self- reflection, leadership and team work skills a sense of commitment, professionalism and a heightened sensitivity to one's socio-culture environment. The educational institutes which are situated in remote areas and for rural areas will aslo be benefitted from the option of multidisciplinary education,sometimes the students of these areas cannot avail the option to take up as a subject in which they have interest. Now they have opportunity to take other subjects and stream and will be able to fullfill the dreams and would be enrich with more skill and professionally efficient.

16. Academic bank of credits (ABC):

Students enrolled at Shaheed Dalbir Singh Govt. College Kharkhoda will open an account with the Academic Bank of Credit of India along with a unique ID that identifies the student's account with the ABC. The ABC is a digital repository or platform that would store academic credits earned by students for completing various courses or modules. These credits can be accumulated over time, regardless of where the students pursue their education, and would be transferable among institutions. The primary objective of the ABC is to provide students with increased academic flexibility and mobility. The scheme includes all kinds of courses offered by the HEIs which are recognised by the University Grants Commission (UGC), for graduation course, postgraduate course, diploma courses, certificate courses, etc. It covers courses which are offered through regular, open/distance as well as online mediums. SWAYAM, NPTEL, V-Lab and other such schemes offering their courses are available as large resource pool for students. Students at Shaheed Dalbir Singh Govt. College Kharkhoda can customise their educational experience based on their interests, career aspirations, abilities, and personal learning preferences owing to increased academic flexibility and adaptability. The provision of storing credits and utilizing them in future provides students a much larger scope of freedom in terms of their academic/career choices. The credits awarded to a student for a particular program from any institution within the NEP 2020 structure may be transferred to another NAAC Grade A HEI as par the student's preference and consent. Shaheed Dalbir Singh Govt. College Kharkhoda, a constituent college of the Maharshi Dayanand University Rohtak, follows the guidelines and rules by the university for academic bank credit.

17. Skill development:

National Education policy 2020 lays maximum emphasis on integration of curricular subjects and vocational education. Emulating the skill based model of educational environment by Shri Narender Modi ji, Vocational courses are under the spotlight now in a bid to make the Indian youth skilful, employable and atmanirbhar. Ministry of Skill Development Entreneurship has initiated a pilot project on hub and spoke model in hub and spoke model, industrial training institutes (ITI) Pradhan Mantri Kaushal Kendras (PMKK) will be leveraged as hub of vocational education and training (VET), Schools will access the Skill training from this hub as individual spokes. The main objectives of the New education policy is to make a child skilled as well as to train him in whatever field he is interest in. In this way the learners are able to find out their purpose and their capabilities, Integrated learning should be provided to the

students, They should have knowledge of each discipline and this should be applied to higher education for the students skill development. New education policy is not a circular but a Mahayog to lay the foundation of New system/country. Education policy used to focus on what you think. Now let's focus on how to think. We have to make our student global citizens and at the same time they should stay connect with their roots. With the help of New education policy students follow their passion with their interest at any stage. Students need to develop critical thinking. Students should map their interest ability and demand. Creating a national research foundation so that research & innovation can take place. Project of skill development can be implemented in every education institutions, As our College is situated in rural area and fit for implement Of the skill development project. In this project the traditional Indian occupation as well as new technology based should also be taught under this project. Although some skills have already been taught in vocational institution like carpentry, plumbing, pottery, electrical repairing, horticulture , embroidery, beautification courses, sewing & weaving etc. While other educational institutes may enrich with digital and technology based diploma degree and certificates courses. Training work shop like workshop on handloom, industrial training tally for account, marketing management, event management , soft skill development, personality development and sport management .

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The national education policy 2020, as the first such document of the 21st century, aims to reconfigure the education system of India on the Framework of Indian knowledge system with its emphasis on the rejuvenation of Indian languages, arts and culture the NEP 2020 is a promising policy document. Indian knowledge system IKS is an innovative cell under ministry of education (MOE) at AICTE, New Delhi is established to promote intra discipline research on all aspects of IKs, preserve & disseminate IKS for further research & social applications. In order to preserve & promote its art & culture develop high quality materials in various Indian languages conserve arte facts develop highly qualified individual to curate and run museums and heritage or tourist sites. In the traditional way, knowledge has been constituted, stored and maintained in the framework in oral cultural system. A different philosophy of knowledge and of cogitative processes informed this mode of orality. Knowledge in this mode is simultaneous not linear as is the case in scriptable traditions it is important not that oral cultural is an alternation cultural of knowledge not a default culture one that is

there because writing system are unknown as is often alleged. Indian cultural & philosophy have had an important effect globally. The contribution of these eyeconic, legacies to world heritage on one hand need to not only be supported and conserved for future generations but also systematically researched improved and put to new uses through our evolving education system and the New education policy 2020. The education system today is designed for the atomized individual serving the industrialized world. It is not aimed at bringing to blossom the true potential of the students. It creates self centered job seeking individuals who are focused on making a living. we are capable of much more but education limits us. The solution for a new education system lies in Indian knowledge system our ancestors have delved deep into human nature & how it can express itself.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Outcome based education is education in which emphasis is placed on clearly articulated idea of what students are expected to know & be able to do that is what skills & knowledge they need to have, when they leave the school system. In other words we can also defined outcome based education as it is an educational theory that bases each part of educational system around goals (outcomes). By the end of educational experience each student should have achieved the goal. There is no single specified style of teaching or assessment in OBE, instead classes, opportunity & assessments should all help students achieved specified outcomes. OBE comprises of four measure components which covers 1. Curriculum design 2. Teaching & learning method 3. Assessment 4. Continual quality improvement (CQI) & monitoring There are few key issues in outcome based education are class size, expectations of learner, characteristics and reality, teaching practice & evaluation, & student motivation were the most commonly discussed challenges self-reported instructor characteristics and the perceived roll of the instructor often contradicted OBE model of learning. There are few benefits of outcomes based education (OBE) for students. It brings clarity among the teachers and students. Every student has the flexibility and freedom of learning in their ways. There is more than one method of learning it helps to reduced comparison among the students as everyone has a different target. As per as the role of teachers in outcome based education is OBE affirms teachers as facilitators rather than lecturer. In this model, teachers guide students through learning with Scuff folded & hands-on activities to support student engagement with new material and encourage the application of developing knowledge and skills. Outcome based education system is basically student centered, OBE it-self is not a teaching style or

method. It is a principle designing your teaching in an effective way that enables learning happens and help student to achieve the intended learning outcomes. Therefore it is important in OBE is (what is learned) rather than (what is taught).

20.Distance education/online education:

The new education policy was launched on 2nd July 2020 with the vision to set up new education system. That focuses on 5 pillars Affordability, accessibility quality, equity and accountability to ensure continual learning. The policy has been crafted efficiently to full fill the need of knowledge in the society & economy. So youth of the country can aquire new skills & technology. The policy has also focused on education reforms-specially on distance education & online education. So education can be accessible to each and every aspirant of education. Distance education or online education is going to help to increase the Gross Enrollment Ratio from 26% (currently) to 50% (till 2030). Although concept of distance education is been in existence for many decades in the country and have benefitted to millions of the students,But the new education policy keep distance education and online education on central focus, with due help of technology it becomes more flexible, affordable, accessible for everyone. The distance education system is unique in nature to provide opportunity to every one specially those who cannot continue their study through regular mode, who have left their study due to job, financial circumstance etc., who have to help in family occupation and not have enough time for regular study and so on. It is affordable to almost every students because fee structure of distance mode is less costly, online and distance education policy is the gift to the youth for rural India. Most of the rural youth belong to low income group, distance education is in the accessibility of rural youth and provide more opportunity to learn variety of subjects and stream through online education it provide opportunity to students to work from anywhere at any time and also review lectures instantly and provide flexible learning schedule.

Extended Profile

1.Programme

1.1   **2**

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1   **731**

Number of students during the year

File Description	Documents
Data Template	View File

2.2   **136**

Number of seats earmarked for reserved category as per GOI/ State
Govt. rule during the year

File Description	Documents
Data Template	View File

2.3   **147**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **22**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **26**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1	**2**
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	[View File](#)

2.Student

2.1	**731**
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File Description	Documents
Data Template	[View File](#)

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Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	[View File](#)

2.3	**147**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1	**22**
Number of full time teachers during the year	

File Description	Documents
Data Template	[View File](#)

3.2 Number of Sanctioned posts during the year	**26**

File Description	Documents
Data Template	<u>View File</u>

4.Institution

4.1 Total number of Classrooms and Seminar halls	**16**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**1738894/-**
4.3 Total number of computers on campus for academic purposes	**37**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Shaheed Dalbir Singh Govt. College, Kharkhoda, follows the curriculum designed by it. At the beginning of academic session the College prepares the academic calendar in alignment with the University academic calendarwhich consists of curricular, co-curricular and extracurricular activities for effective implementation and delivery of curriculum. We undertake following measures for effective delivery of the university curriculum at College level. Program orients the students aboutfacilities and welfare schemes available, code of conduct and discipline.

A comprehensive teaching plan is prepared by every teacher which includes the delivery of lectures, tutorials, and practicals. Unit Tests are conducted periodically and its results is displayed and discussed with the students in the classroom. Assignments, seminars,project are given to the students under the supervision of the faculty. Remedial classesis given to slow learners and merit mission concept is implemented for advance learners.

Additional facilities such as extra book issue and personal counseling are provided to slow and advanced learners. Collegeorganises special programmes for slow and advanced learners such as workshops, different co-curricular andextra-curricular activities. The departments organize study tours, excursions, field project and industrial visits for students' exposure to practical knowledge. Book bank is also there to facilitate them.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://docs.google.com/document/d/16GFFuJKSAv3Mh8YwR8WsUJsA52kIB6xb/edit?usp=sharing&ouid=11835902577089342147&rtpof=true&sd=true

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Compliance of Continuous Internal Evaluation with Academic Calendar

1. Time-table –Time table committee prepares the time table as per the guidelines of affiliating university for the number of credit hours for each subject and the academic calendar prior to the start of the semester.

2. LessonPlan- After the allocation of subjects to faculty, lesson plan of each subject is prepared consisting of detailed teaching plan. It also contains the assignments to be uploaded on every scheduled date of academic calendar.

3. Internal Examinations-The dates of class tests are decided by the concerned subject teacher. In case of labs and projects, internal viva and practical exams are conducted by respective departments before/after the university examinations.

4. Assignments and Quiz -Assignments,quizzes are also part of Continuous Internal Evaluation. Assignments are provided to students on the scheduled dates mentioned in the academic calendar and solutions are submitted by students within ten days.

5. University Exams-The tentative dates for university exams are indicated in the academic calendar.

6. Academic Monitoring-IQACmaintains a monthly monitoring report on course coverage, student attendance and assignment provided for every subject. Remedial classes are conducted for weak students in mathematical/conceptual subjects.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://sdsgckharkhoda.ac.in/QuickLinks?ID=BFcJrpmMV3E=

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

2

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

3

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

402

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

251

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Gender Equality :The College has Women Cell to provide counseling to students, promote gender equality among students and also deal

with related issues of safety and security of female students, staff and faculty. Various awareness programs regarding Women Empowerment, Women Safety Act, Self Defence Training ,Gender Sensitisation and HIV/AIDS Awareness Programme.

Environment and Sustainability:Keeping in view the environmental aspect, College has already set up a " Nature Interpretation Center" and Eco Club.Sanitation and cleanliness Drive in College by volunteer students and spreading the cleanliness message through nukkad natak and rallies in nearbyvillages.Under Swachh Bharat Abhiyan, Collegeadopted villages and faculty & students spreading awarenessabout the role of clean environment in theirlives and to motivate them to keep their surroundings cleanthrough door to door campaign in villages to create an eco friendly environment around us all.

Human Values and Professional Ethics :Various Departments of the College constantlymotivatingstudents to participate in various activities relating to national development, social responsibilities and also helps in developing sensitivities towards community issues. College celebrates days of National and International importance as Republic day, Women's day, Independence Day, Teacher`s day, Human Right Day, International Yoga Day.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

3

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

295

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://sdsgckharkhoda.ac.in/images/140/MultipleFiles/File23329.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

980

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

145

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Students are assessed and identified on the basis of their performance in previous examinations,faculty member identify slow and advanced learners and accordingly institution organises special programmes for slow and advanced learners such as workshops, different co-curricular andextra-curricular activities

Slow Learners:

- Motivational lectures are organised to create confidence among the students.
- Strong Mentor- Mentee relationship helps in improving slow learners.
- Teachers encourage them to visit library frequently to expand their knowledge.
- The students were encouraged to study in groups.
- The slow learner's big problem is memory power, oftn the students forget whatever the learn. The teachers give useful tips on "how to recall", "how to write systematically", "how to learn" and "what to learn".

Advanced Learners:

- Teachers interact with advanced learner, counsel them to pursue relevant areas for higher studies guide them for employment opportunities.
- Institution provides competitive books for competitive exams like NET, CTET, HTET, DSSB, PRT, PGT, TGT etc.
- Magazine like India today, Yojna, Kurukshetra, Reader Digest, Pratiyogita Darpan etc. are also available.
- They are motivated to participate more and more in co-curricular activities like Quiz, Declamation, poster making, poetic recitation, debate, essay writing etc. to expand their horizons of learning.

File Description	Documents
Link for additional Information	https://drive.google.com/file/d/1iRBAm2Cl6 yGF8GLU8obgp3ZUtSOV6aUT/view?usp=sharing
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
732	24

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Considering the diversity of students and their knowledge and language, there is flexibility in medium of instructions both Hindi and English.Various efforts are made by the teaching staff to encourage participative and experimental learning. Problem Methodologies are employed to enhance the learning experiences of the students. New Teaching Aids like projectors smart boards, Power-point presentations are used to make the learning experimental and effective.The College has fully equipped laboratories of Geography, Defense Studies Psychologyand Computer Awareness as per the requirement of curriculum. Students are encouraged to participate in Science exhibitions held at College level, district level and at state level. Field visits/ Excursions are organized to connect the theoretical knowledge with the practical one. Interactive sessions are organized by the departments from time to time to make the students' learning more effective. Various departmental activities like quizzes, seminars are also organized with the objective to ensure the maximum participation of the students. The guiding principle behind using these student-centric methods is to ensure that students can link theory with practice, apply their knowledge and develop new skills. Workshops also develop creativity, innovation, and adaptation of ideas to yield multiple need-based solutions to meet the challenges of contemporary society.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://drive.google.com/file/d/1jrfa7j39l trwJL5TFUhJ27-8yO9xUT24/view?usp=sharing

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Internet is a revolution in information technology, its positive use provides with useful information and knowledge regarding programmes and courses offered. College administration has always been ready for innovations andteaching learning methods.The following measures are taken to transform the learning environment towards the creativity. The movies and documentaries related to syllabus are shown to students followed by incisively involved discussions about different aspects of the text.

Entire college campus is wi- fi enabled. The subject societies of the College regularly take innovative efforts by organizing onlineQuiz, Poster Making Competition, Essay Writing Competitions,Slogan Writing Competitionthroughout the academic session. There are3IT enabledclass rooms. computer labs are well equipped with sufficient computers and all students are allowed as per time schedule to practice ICT facilities. Automated library isequiped with latest software Soul 2.0. Inflibet to acess online study material is subscribed by the college. College is registered under N-list to acess online study content by faculty and students.

Whatsapp groups has also been created which facilitates constant interaction between the teachers and the students. In order to prompt responses regarding academic queries and redressal of grievances, the students are allowed to contact telephonically with concerned teachers.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://drive.google.com/file/d/15X1lTWvM1 XHUpXWqOpjYhhXdexN4PhIE/view?usp=sharing

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

20

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

22

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

11

File Description	Documents
Any additional information	*View File*
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	*View File*

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

24

File Description	Documents
Any additional information	*View File*
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	*View File*

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Internal assessment for all courses and subjects is done strictly as per university guidelines.The internal assessment marks 20 for UG (B.A/B.Com) classes are awarded as under:

1.Class Test: 10marks

2.Assignment: 5 marks

3.Attendance: 5 marks

- Surprise tests are conducted to check the consistency of students in studies once or twice in a semester as per the discretion of class teacher.
- Assignment offer tachers a chance to assess students in more innovative ways.
- Allotment of marks is decided by the Class teacher and checked by the HODs and the Principal before sending the same to the University. After evaluation record of asessment

is maintained by the concerned teacher

- Throughout the semester academi performance of the students is evaluated by the teachers through various means such as performance in class test, presentations, group discussions. project reports etc.
- Field survey in geography let students to have actual experience of locationand sensitise them to the environment and community.
- The University in final Mark-sheet of the students adds the awarded score based on the assessment decided as per points 1 to 3above.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://drive.google.com/file/d/1blgkF6PE5 XYZapsXPmIlhItj71PdhEQc/view?usp=sharing

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The College strictly adheres to the academic calendar as per the University norms. Working as a Centre of Excellence, the institution is committed to ensure value education and provides an academic atmosphere free from unfair-means. The menace of unfair means is totally curbed down with the help of staff members and university authorities.

The College has adopted three tier system to address the examination related grievances of the students. Depending upon the nature of grievances, the three tiers include Department/faculty level, College administration level . The department level grievances are related to their internal assessment marks in their Minor tests and assignments.

College administration ensures the proper and timely display of exam related notices such as date sheet, any revision in the date sheet, issuance of admit cards and code of conduct on College Notice Board. At University Level, grievances related to semester examinations conducted by the affiliating University include wrong/non-declaration of result, non-receipt of awards, showing absent in examination, misprinting/anomalies in the DMC, anomalies in the results are taken up by the College administration and

forwarded to the concerned University Officials in time with the request to resolve the issue at the earliest.

File Description	Documents
Any additional information	View File
Link for additional information	http://sdsgckharkhoda.ac.in/images/140/Notice/Notice13866.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

College has formulated the mechanism for the uploading of lesson plan of all the courses for the various programme on the College web portal and the teachers are advised strict compliance of the lesson plan as per the University/College academic calendar. The faculty members chalk out their lesson plan in the beginning and it is communicated to the students with the programme and course outcome with the proper understanding of skills and knowledge they are going to acquire after completing the course.

The College website, information brochure and the annual report clearly state the mission and objectives of all the departments of the College. These sources of information make it a point to highlight the significant achievements of the students and list the kind of jobs that students get after completion of different programmes/courses.

They are also told about various job opportunities available after successful competition of these programmes and courses. In view of the shrinking jobs in public sector, the students are constantly encouraged to be self-reliant. Although the offered courses provide many job-opportunities, the attempt is to make these courses not merely job oriented but also to provide holistic education to the students.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.mdurohtak.ac.in/info/syllabi_ug_2017_18.html
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

For Course outcomes (COs), Programme specific outcomes (PSOs) and Programme Outcomes (POs), the IQAC of the College ensures the accomplishment of these outcomes with its goal of providing quality education to the students. The program outcomes are asessed with the help of various methods like home assignments, class tests, university examintions, practicals, group discussion,participation in class activities. students are motivted to participate in various compettions, seminars and conferences etc.

The College adopts the following two frameworks to assess the Cos and POs:

These outcomes are attained by organizing different types and levels of competitions like:

Talent Search Competition.

Literary Competition organized by subject societies.

College Level Cultural Fest.

University Level Youth Fest.

Workshops based on skill and knowledge.

College Level Annual Athletic Meet.

Participation in Various Sports competition.

For attainment of PO and CO, 80% weightage is given to university examination and 20% weightage is given to internal evaluation at UG level. Further the suggestions and recommendations on the POs

and COs are collected through the feedback designed by the IQAC at the end of academic session from all the stakeholders and constructive measures are taken by the IQAC to improve the holistic environment of the College.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://drive.google.com/file/d/1orlANN8Z9L2EqDaZ6ube_eyzywP96TuO/view?usp=sharing

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

107

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://sdsgckharkhoda.ac.in/Data?Menu=ROFj+/eyOLA=&SubMenu=Wk0c6UZkyrg=

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://sdsgckharkhoda.ac.in/FeedBackDetails

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

NIL

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	**No File Uploaded**

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

1

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

2

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

3

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

- **A seven-day camp on "Beti Bachao Beti Padhao" , promoting plastic-free practices, and raising awareness about cleanliness and environmental concerns through rallies and street plays in the village.**
- **Workshop on "Health and Hygiene" was organized by women cell.**
- **An extension lecture was delivered cell on the topic "Adolescence girls child abuse".**
- **Legal awareness camp was organized on the topics of "Legal Services Scheme 2016": Prevention of Sexual Exploitation, Daily Lok Adalat, Fundamental Rights and Fundamental Duties for the victims of acid attack.**

- **Awareness regarding "Suicide prevention" was done by Psychology Department.**
- **An awareness program on the subjects of de-addiction, cyber crime, water conservation etc. under the aegis of Nehru Yuva Kendra (Sonipat) at College.**
- **Under Swachh Bharat Abhiyan 2.0, students took an oath not to use plastic and any kind of material made from plastic in the surrounding areas.**
- **Slogan Writing competition was organized to spread awarenessrelated to "Human Rights".**
- **Educational Tour for the students for enhancing their knowledge.**
- **Yoga Day Celebration to make student aware of the benefits of YOGA and exercise in their daily life.**

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1PGwEz1zXj 7K-Exw1ywhWW1iNVRGYKm35/view?usp=sharing
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

2

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

95

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

3

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The College has 11 acres of green land with facilities is given as under:

Classrooms: 21 classrooms for conducting theory and practical classes to cater the needs of students.

Laboratories:6Laboratories.

Technology Enabled Teaching and Learning:The College has 3Smart Class Room with ICT enabled equipment such as Projector, Computer and Wi-Fi enabled Smart Board. The College has 1 ICT enabled room for student.

Multipurpose Hall: Seating capacity of 250 persons.

Departmental Offices/Reading Room:The College has five research cellsfor various department.

Computers:At present, College has 47computers along with a number of printers and internet facility and One Laptop for Principal.

Library:College has well equipped central library and book bank.

Common Room for Girls:The Girl's Common Roomincludes sanitary

vending machines, washrooms (adjount to girls common room) and Dustbins etc.

Particulars	No.	Particulars	No.
Principal's Office	01	Clerk Room	02
Smart Class Room/ Language Lab.	03	Dispensary	01
Computer Lab.	01	Staff Room	01
ICT Facilities Room	03	Bursar Office	01
Security Guard Room	01		

IQAC Office

01

Wash Room

12

NSS/Placement Office

01

Red Cross Room

01

Women Cell Office

01

Sports/ Cultural Office

01

Registrar Office

01

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/file/d/1PIWl9p7G4 lABFO19OVw9Br9qrTuwWMXX/view?usp=sharing

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

College offers a number of opportunities and resources to the students to develop the personality of itsstudents.

Sports Facilities:The College has a vast playground with four hundred metre tracks for athletics and to cater the needs of

various outdoor games. Beside a large multipurpose hall provides all facilities to conduct indoor games at various levels. The outdoor games include athletics, Volleyball, Kabaddi, Hockey and Kho-Kho. The indoor games include Table Tennis, Badminton, Chess, Carom, Judo, Wrestling, Wushu and Yoga.

Cultural facilities:To bring out the hidden talent of the students, through different activities like General Songs, Solo Dance, Folk Dance, Rituals, Painting, Slogan Writing, Mime, Rangoli, Haryanvi Skit, Mono-Acting etc. On the basis of performance of students in talent hunt programme, teams are prepared to participate in youth festival and Haryana Day Celebration festival organized by Govt. of Haryana as well as the universities situated in Haryana. The College hires the services of professionals to trainthe students in the events like Skit, Folk Song, Rituals, etc. The outcome of the excellent sports and cultural activities is witnessed by the students by winning many awards/prizes at various level.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1jcwUN_ezU Y0wP2gKCUl--JH_bCwHPQM9/view?usp=sharing

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1M12s4jEPl 5Wyoi_bz2XBEl2onEKLlM1U/view?usp=sharing
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

1738894

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The library of College is automated using ILMS .The soul software version 2.0 is being used in College library.

Software for University Libraries (SOUL) is a state-of-the-art Integrated Library Management Software designed and developed by the INFLIBNET Centre based on requirements of College and University libraries. It is a user-friendly software developed to work under client-server environment. The software has been designed to automate all housekeeping operations in library like issuing of books ,return of books and generation of fines implemented after delay in return of books.

Name of ILMS software : SOUL software (software for university library)

Nature of automation (fully or partially) partial Version 2.0

Library attracts students to read and develop the habit of reading and learning. It increases their thirst for reading and enlarges knowledge. The College has a good library augmented with wide range of rare books, manuscript, general books, dictionaries, encyclopaedia, Upanishads, Vedas, fiction, non-fiction competitive books etc.The books are catalogued for easy access to the students. The books of the College library can be categorized broadly in the following way.

- **Encyclopaedia.**
- **Dictionaries: I**
- **Religious books.**
- **Fiction and Non-fiction:**
- **Biographies**
- **Competitive Exam Books:.**
- **General and Reference Books:**

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://drive.google.com/file/d/1aPWIJdRkO 2YByNySEbPztsU3q0oIs1wV/view?usp=sharing

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources | **C. Any 2 of the above**

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

92704

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

35

File Description	Documents
Any additional information	[View File](#)
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Standard teaching learning tools such as black board, white boards and chalk, College has smart interactive boards.The College has one computer lab with updated configuration.All the computers in the computer labs are connected through LAN.

The College web portal is monitored and updated with day-to-day activities by the faculty of Computer Science. The College has 50 MBPS internet bandwidth through lease line as well as Wi-Fi. The College provides free Wi-Fi facilities to the students as well as to the faculty members. The Wi-Fi service is provided by the Reliance Jio as per the MOU signed by the state government with the company. The biometric attendance system is also operational for the College staff. The College as well as the affiliating university has taken several steps regarding the use of advance IT facilities for the various academic activities such as online class duringonline admission process, Direct Benefit Transfer (DBT) in scholarship schemes, online submission of examination forms, internal assessment awards and feedback system.

Details of Updated IT Facilities are as Follows:

1. Turbo C

2. Windows OS

3. SOUL 2.0

4. Quick Heal

5. 47Computers with LAN

6. 3 Classrooms ICT enabled

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/file/d/1_E_9iYRSufOgi3O9TbrlRw7fsCjrFDhX/view?usp=sharing

4.3.2 - Number of Computers

43

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1738894

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Physical Facilities: Laboratories, classrooms, computers, washrooms, office for various committee incharges, drinking water facility (with RO and water cooler), playgrounds, multipurpose hall, smart classrooms, solar power palnt, inverter and generator set,computers, LAN, servers, printers, projectors, scanners, CCTV Cameras and biometric attendance system etc.Instruments in labs, RO, Overhead Water Tanks, Inverters, Generators.

Departmental Laboratories:The College has well maintained departmental laboratories. Under the supervision of head of the concerned department, lab attendants (as per the availability) maintain the efficiency of the College laboratories and accessories.

Academic Facilities:The College has devised a system of optimal utilization of academic infrastructure.

Library:Library has a collection of 4943 books. Llibrary is equipped with the "SOUL" Software and the students are provided ID cards to get the books issued.

Language lab/ Computer Labs:College has established a Language Lab/Computer Lab.

Smart Class Rooms:There are Wi-Fi enabled smart class rooms in the College campus. Maintenance works of this class rooms are assigned to a well-qualified office staff member having expertise in ICT.

Sports: The students are trained to participate at International/ National/State Level and Inter-University Level competitions.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1xpq_bjYKi f6O_GAajDjYMW-ViLxkdgGn/view?usp=sharing

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

137

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

NIL

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**No File Uploaded**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**A. All of the above**

File Description	Documents
Link to institutional website	http://sdsgckharkhoda.ac.in/images/140/MultipleFiles/File23058.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

143

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

143

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent	**A. All of the above**

mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

2

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

6

File Description	Documents
Upload supporting data for student/alumni	*View File*
Any additional information	**No File Uploaded**
Details of student progression to higher education	*View File*

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	*View File*
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

5

File Description	Documents
e-copies of award letters and certificates	*View File*
Any additional information	*View File*
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	*View File*

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

In 2018, the state government decided to conduct the student council elections and consequently the election was held as per the directions of state government in September 2018.The College is always ready to provide ample opportunities to the students in various academic, administrative and co-curricular activities to enhance decision making ability among students. Students are given active representation in various departmental/cells-NSS,YRC,WOMEN,RRC etc. activities. The students are given freedom to express their thoughts and feeling about the College administration and their academic rights. To give exposure to the students and to develop confidence they are given opportunities to conduct stage in main cultural and departmental events and also help in hospitality arrangements.The students of different streams are given opportunities to be member of IQAC to express their thoughts in various decision regarding College betterment. Women cell of college engage four students as coordinators one as head girl,one common room incharge and two activity incharges. One of the best decision which could be counted is that the collegestudents took the initiation and actively participated to make herbal park in the College premises and the student participation in College beautification and landscaping.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/15X1lTWvM1 XHUpXWqOpjYhhXdexN4PhIE/view?usp=sharing
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

29

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Feeling a duty to give back to the institution of their learning what alumni acquired from it, with renewed fruitful learning experienced in their lives, the alumni synchronize their institute and society to make a better place for learning. The College decided to form an Alumni Association and to develop an alumni network for connecting with their Alma-Mater for mutual benefit. Shaheed Dalbir Singh Govt. College Kharkhodahas produced several renowned personalities including Teachers, Lawyers, Chartered Accountants, Businessmen, Army Personnel, Police Personnel, Contractors, Bankers, Social Workers, Entrepreneurs, etc. The Alumni started their contribution to various initiatives launched by the College.The Alumni Associationgot registered under nameShaheed Dalbir Singh Govt. College,Kharkhodawiththe registration number 01690. . The associationhave its own parameters withaims and objectives, eligibility, membership fees, administration, duties of office bearers, rights of members, termination of membership, Rights of Executive Members, Finance and Accounts, Meetings, Elections, Amendment of rules and Bye laws,etc. Alumni Association has always been source of support and inspiration for the students and teachers so in the mean time when alumni association was not registered it has worked on same parameters as the registered association would have done.

File Description	Documents
Paste link for additional information	http://sdsgckharkhoda.ac.in/images/140/MultipleFiles/File8368.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

VISION: The vision ofCollege is to develop itself in all modern facilities and incorporating new streams of study.With limited resources and infrastructure,College has created a milestone. The College constantly focuses on improving the infrastructure and resources. The College tries to uplift thesocio-economically weaker students by providing the benefits of the schemes announced by the government such as: Implementation of the policies of higher education.Providing value-based education and igniting young minds to bring the best out of them. Imparting quality and value education with a view to prepare the students to face challenges. Ensuring inculcation of high standard of morality and discipline among students.

MISSION AND OBJECTIVE: Imparting quality education to studentsand nurture them to become responsible persons by raising their level of education and social status. Providing value-based education and igniting young minds to bring the best out of them. Imparting quality and value education with a view to prepare the students to face challenges. Ensuring inculcation of high standard of morality and discipline among students. Communicated through lectures, seminars, NSScamps and Personality Development Programmes, Red Cross society, Sports, Legal Literacy Cell, Women Cell, Placement and Career Guidance Cell, Computer knowledge, Project Work.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1HaZsHX82HtgZjMxl3j36akpY7vQVG8Mr/view?usp=sharing
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The College broadly focuses on academic and non- academic activities for the holistic development of the students and each department of the College enjoys its own autonomy in terms of day-to-day working. Academic activities like preparation of departmental time table, timely completionof syllabus, lesson plans, teaching methodology, extension or expert lectures, workshops, industrial visits and creation of a systematic process for value-added/add-on courses and the freedom to take decisions rest with them. To promote participation of the staff in policy making and decision making, regular meetings of the staff-council and student councilare conducted wherein the faculty is given an opportunity to expresstheir views. All major policy decisions and future action plans are discussed and finalized by thePrincipal, College Counciland IQAC, all of which comprise senior faculty members. When the institution organizes some event on a big scale, authority is delegated to suitable faculty members who in turn form various committees who work under the guidance of sub-conveners.At the beginning of the session, various committees are constituted by the principal for smooth functioning of various administrative, academic, cultural & sports activities of the College.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1Q2aLZN4X571z2LtQ9I4NvFHKeAiqpdb8/view?usp=sharing
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategy Type Details Curriculum Development Curriculum distribution is done in consonance with the teacher's expertise

area of specialization. Teaching and Learning

Appraisal of methods such as Assignments, Group Discussions and Presentations are promoted to make teaching learning process more participative.For sharing relevant Information /Notices/Circulars etc.

Research, Innovations and Extension Four Research Paper have been published in UGC care list and Scopus Journal. Four research paper have been published in books and in conference proceedings.Three Blood donation Camps were organized in the College . Library, ICT and Physical Infrastructure / Instrumentation

Latest Infrastructure, Enhanced library experience for the students and the staff,focus on ICT, Regular exposure of the faculty to FDPs Seminars/ Conferences.

Student Support and Progression Personality Development programmes, workshops to give hands on practice in computer /ICT skills are organized. Governance, Leadership and Management Regular meetings comprising of Principal, members of College Council & IQAC are convened for making plans and policies. Institutional Values and Best Practices Moving towards green campus by planting more saplings by NSS Units and Eco Club. Separate washrooms and ramp facility is built for differently abled persons. Road Safety Club,Youth Red Cross Cell, Women Cell organizes various awareness programmes .

http://sdsgckharkhoda.ac.in/images/140/MultipleFiles/File8441.pdf

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://sdsgckharkhoda.ac.in/images/140/MultipleFiles/File8441.pdf
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The affiliating university issues guidelines regarding intake capacity, admission schedule, examination forms schedule, schedule of submission of internal assessment and practical awards, date

sheet of theory and practical exams, declaration of results and issuance of mark sheets and degrees. The College principal frames the mechanism and policies for an effective functioning of the College. The College receives different types of grants (Plan and Non-Plan) for material & supply, library, infrastructure upgradation, laboratory augmentation,scholarships etc. and plans strategies for the desired outcome with the active cooperation of all the stakeholders. Activity calendar is prepared by the College administration in consultation with head of departments/ Incharges and convener of different clubs and cells.Principal is the administrator of the College who coordinates all the activities. Principal is also the ex-officio chairperson of the College's various committees who carriesout various functions and activities of the College.The decisions related to academics like workload calculation, library purchases, time table, maintenance of infrastructure, admissions etc. are taken up by the different committees. The College staff and ministerial staff is being trained and awaredof all the service rules with amendments from time to time by the IQAC.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1m1HJIHN2M1OvEQJFWINxWZY8iRy-k4uZ/view?usp=sharing
Link to Organogram of the Institution webpage	http://sdsgckharkhoda.ac.in/images/140/MultipleFiles/File8370.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Provident Fund and ESI coverage for all as per rules Free medical facility (Medical camps, screening medical test and vaccination)for teaching staff in College campus are provided timely.Medical Insurance scheme, the entire staff is covered under this scheme. Organising meetings for teaching staff for their holistic growth Employee Ward Concession EPF Gratuity Facility both for the teaching staff is provided EPF/Gratuity Facility. The members of the staff can avail facility of advance loan in case of exigency. The free subscription for e-books, databases, remote access to e- resources etc has been provided by the College library .

1.Annual Increments are given as per policy.

2.Financial aid is also granted as advance loan, HBA, Marriage Loan, Car Loan.

3.Career Advancement Scheme.

4.Medical Reimbursement facility is available for staff under the guidelines of Haryana Government

5.Education allowance is also provided as per the rules of Haryana Govt.

6.Retirement Benefits- Pension, Family Pension, Gratuity, Leave Encashment.

7.GIS (Group Insurance Scheme) available for teaching staff to support the family in the unfavourable circumstances.

8.Healthy and hygienic work environment.

9.Library and Computer Facility.

10. Child care leave and academic leave is provided to the regular staff as per the guidelines of DHE.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1ZUazINZ6Igj5eCuxJnY0GgZr9kcyb0MP/view?usp=sharing
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

3

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

20

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The parameters which are designed to assess teachers' performance are stated below: -

- **API**

- **ACR**
- **Feedback System**

The teachers are required to obtain minimum API score covering all the three categories of API Performa for the promotion under Career Advancement Scheme of UGC and Haryana Government. The API Performa of all the years (5 Years from Senior to selection Grade and further to Pay Band-4) for level upgradation duly verified by the IQAC and Principal of the College are sent to the Director Higher Education Haryana for its approval. Self-appraisal is assessed and evaluated and assign a grade (Outstanding, Very Good, Good, Average, Below Average) by the principal and forwarded to the Director Higher Education Haryana for necessary action.

Non-teaching staff:-

The performance of non-teaching staff is evaluated on the basis of duties and responsibilities assigned to them withtheir regularity, punctuality, efficiency and sincerity to carry out their duties. At the end of academic session, every non-teaching employee has to fill up the self-appraisal proforma which is verified by the HOD/Incharges in case of Laboratory attendant and further assessed and evaluated by the principal.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1CxXvLcka0 TJpSHeJ2fvK5mtg1nE8hsEG/view?usp=sharing
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The College Formulates the internal audit Committee time to time for the purpose of auditing. Effective and efficient use of available financial resources is checked by regular annual Audit. The committee scrutinises all record and data and makes suggestions based on their findings. Apart from this Bursar appointed in the College checks all vouchers. The convenor of purchase committee along with the bursar of the College keeps a strict vigil on the process of purchase. In addition to this, stock verification committees are appointed by the principal at

the end of each financial year to check and verify the available stock.

The external auditof the institution is conductedas per the state Govt. instructions. The audit is conducted by the audit teams of Director Higher Education Haryana. Financial Audit includes.Funding towards Placement Cell, Women Cell, Earn While You Learn, Lab Upgradation, Material and Supply and Office Expenses (O/E) utilization certificate is submitted.Cash Books and Stock Registers are maintained for different funds separately. The expenditure bills of all the Govt. Grants are submitted to treasury and the amount is transferred through RTGS/ NEFT to the vendor's bank accounts.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1ilr2sdgFcCst7EIcLldUxmh9Z6RcXU9K/view?usp=sharing
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The Major Heads include Salary, Placement Cell, Earn While You Learn scheme, Women Cell, Lab Upgradation, Material and Supply, Sports, Library, Office Expenses etc. The decision related to

purchase under various heads are taken by the principal in consultation with the committee members to ensure the best utilization of allocated funds.The College administration ensures the quality and quantity of the supplied items. The College principal designates different convenors to keep and maintain the records of available resources (infrastructure).The convenors keep a vigilant eye on the proper utilization of these resources in an effective manner. The maintenance of these resources is ensured by the convenors and after the full utilization of the resources, these are disposed off by following the norms and regulation framed by the Condemnation and Disposal Department of Govt. of Haryana.All the transactions have transparency in terms of calling of the quotations at least from three vendors and billing to the supplier. The College administration ensures the proper utilization of these resources in an effective manner. Formobilisation of funds and the optimal utilisation of resourcesShaheed Dalbir Singh Govt.CollegeKharkhoda sends the utilization certificates to the Directorate for each and every grants/budget itreceives.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1_14p6u6lV2GB0amwrgdVtQaGGVYcCrUR/view?usp=sharing
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The major contribution for quality assurance strategies and process is witnessed in the Feedback System adpted in the College to evaluate the existing teaching learning environment and to take appropriate action for the improvement of poor performing areas.The IQAC of the College has designed feedback Performa covering the different aspects such as College administration, teaching-learning process, library, basic infrastructure etc. pertaining to four different stakeholders. Despite the best efforts of the IQAC, the quantum of feedback received from the alumni is far from the satisfactory level.

- **Feedback form Students**
- **Feedback from Parents**
- **Feedback from Alumni**

- **Feedback from Teachers.**

The IQAC has well designed mechanism to receive feedback from students as well as from other stakeholders. After receiving the feedback, it is analyzed, and corrective measures are taken to improve the teaching-learning environment. In coordination with the university, the IQAC has set up a system to evaluate the course outcomes through class tests, assignments, presentations, discussions etc at periodic intervals. The students are awarded with internal assessment marks based on their performance in these activities.IQAC encourages all the HOD to organize Workshop/Extension lectures on important themes to enrich the overall knowledge base of the students.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1WSmIGaPLov8_EHktv_XBU1DLcbDJXoC0/view?usp=sharing
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The following methodologies have been adopted by IQAC to review the learning outcomes and take the corrective measures:

1.Smart Classrooms: The concept of Smart classes has been introduced in the College in order to enhance the quality culture in academics.

2.Lesson plans: IQAC encourages the teachers to plan their teaching work in advance and execute it well. IQAC monitors and reviews the implementation of lesson plan.

3.Mentor-Mentee System:Every students of the College is attached with a mentor.

4.Feedback Mechanism:The IQAC has well designed mechanism to receive feedback from students as well as from other stakeholders.

5.Tests, Seminars and Assignments:The IQAC has set up a system to evaluate the course outcomes through class tests, assignments, presentations, discussions etc at periodic intervals.

6.Workshops/Extension Lectures: Regular meetings are conducted by the IQAC cell to motivate teaching staff to attend FDPs and newly appointed staff also encouraged to complete their Orientation and Refresher courses on time.

7. Group Discussions:Every department periodically arranges group discussions on current topics to enhance students knowledge and their leadership/ analytical qualities.

8. Collaborative Activities: College organises different activities/ special Days as per the letters recieved from Higher Authorities from time to time .

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/11OlZTPuxp26F-BuEMBdk9uK0J3NDA02l/view?usp=sharing
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://sdsgckharkhoda.ac.in/Data?Menu=ROFj+/eyOLA=&SubMenu=Wk0c6UZkyrg=
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Safety and SecurityThe College is committed to provide a safe and favourable working and academic environment to students as well as employees. All the teaching staff perform proctorial duties throughout the campus area- rooms, corridors, labs, playground, library,outside.Due to the strict vigilance of the College administration, not a single incidence of ragging has been noticed in the College till date. Main gate is guarded and entry points are screened through CCTV.

Counselling: The girl students are also informed about DURGA SHAKTI App and toll-free no. 1091. Various activities are organized in the College for the girls' students to facilitate self-development and nurture them so that they become aware, active and energetic. Eminent personalities and experts are invited from the industries and social sectors to conduct workshops, sessions and lectures related to women safety and security such as self-defence, cyber-crime, police training and so on. Besides these, the Legal Literacy Cell of the College also organizes extension lectures and seminars on legal rights and duties.

Common Room:It is monitored through CCTV cameras. Sanitary Pad vending and disposal machines are installed in the girl's common room.

Suggestion Box: The College has a suggestion box for students regarding their grievances.

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1hCpgs52vaD4xFGgIrKO9ZwMEeKtgKcFN/view?usp=sharing
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://drive.google.com/file/d/1KmTnR5Hz7UcWc_Tnin1NWApHS7jtpelV/view?usp=sharing

7.1.2 - The Institution has facilities for alternate sources of energy and energy	C. Any 2 of the above

conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

File Description	Documents
Geo tagged Photographs	[View File]
Any other relevant information	[View File]

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste managementSwachchh Bharat Abhiyan run by the Govt. of India all over the country and the students are taught the principle of 5 R's (Refuse, Reduce, Reuse, Recycle, & Recovery) in their Environmental Studies classes with concrete examples.Every action has been taken by the College administration to keep the campus green and clean. A large number of dustbins for dry and wet garbage have been placed in the College building and lawns. The College staff and students are directed to put the waste material in the dustbins.

Liquid Waste ManagementThe College has two safety tanks. The liquid waste of toilets is drained into safety tanks and RO waste water is utilized for the garden plants.

E-Waste Management E-wasteThe 21st century is era of technology. Without use of ICT tools teaching learning process is incomplete. To keep in the mind these things the College has adopted ICT based teaching learning process. Since the College has adopted ICT tools at the very beginning of technological advancement, a large amount of E-waste is generated in terms of obsolete computer systems including monitors and CPUs, unserviceable printers, photocopiers, Floppies, CD/DVD, mouse, keyboards, vacuum cleaner etc.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	https://drive.google.com/file/d/1CD5sdD9yKy8YKWEYXWy6aWMVW-sfAhxj/view?usp=sharing
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

D. Any 1 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the

D. Any 1 of the above

following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The College always encourages the students to organise and

participate in different programmes organised by College, inter-College, University and other Government or non-government organization (NGO) to make them sensitize towards cultural, regional, linguistic, communal and socio-economic diversities. The College also organises and conducts several activities to build and promote an environment for ethical, cultural, and spiritual values among students and staff in order to build a nation of youth who are noble in their attitude and morally responsible.

To develop the emotional and religious feelings among the students and the faculty, commemorative days are celebrated on the campus with the initiative and support of the College administration and employees for not only recreation and amusement but also to generate the feeling of oneness and social harmony. All the employee (teaching and non-teaching) and students jointly celebrated the cultural and regional festivals like New-year's day, Fresher Party,Orientation and Farewell program, Induction program, Rally, Oath, Plantation, Teachers Day, Library Day, Blood donation Camp, Youth Day, Voter's Day,Constitution Day, National Voters Day,International Mother Language Day, Women's Day, Yoga Day, festivals like Raksha Bandhan (Vraksha Sutra or Vraksha Bandhan)andreligious ritual activities are performed in the campus.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File]()
Any other relevant information	[View File]()

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The students are taught by various academic and Co-curricular activities that the constitution of India not only gives fundamental Rights but also provides for certain moral obligations on them to act in manner in which noble ideals which inspired our national freedom struggle are kept at forefront. The inclusive approach is developed among students to develop the scientific temper, humanism and the spirit of inquiry and reform. Students are guided to safeguard public property and to abjure violence. To enhance the academic and constitutional oblige; values right, duties various national and cultural festivals and events are organized during the whole of the academic calendar. Furthermore,

the College also organised and celebrated the programmes notified by the state government and Higher Education Haryana. In this regards the following major programme are organised:

- Constitution Day (26 November)
- National Voters Day (25 January)
- Anniversary of adoption of the Constitution of India
- Human Rights Day (10 December)
- B.R. Ambedkar Jayanti (14 April)
- Road Safety Week
- Independence Day (15 August)
- Republic Day (26 January)
- World Red Cross Day (8 May)
- National Unity Day & Run for Unity (31 October)
- World Health Day (7 April)

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Different days are celebrated by students under the guidance of teachers who help them to know about different cultures and to cognitively imagine India as a nation. The academic calendar is brimming with important events which show enthusiasm of this institution in celebrating many national as well as international days and commemorative events and festivals. College organises programme on the eve of national and international commemorative days, events and festivals. The details of the activities of national and international commemorative days, events and festivals are as under:

- **National Festivals**
- **Teej**
- **Holi**
- **Lohri**
- **Makar Sakaranti**
- **Raksha Bandhan**
- **Deepawali**
- **Independence Day**
- **Republic Day**

International and National days are celebrated by the College to inculcate the spirit of patriotism, unity in diversity, ethics, duties and responsibilities, humanity, awareness of human rights, sensitivity towards gender parity/ old age people, respect of teachers, cleanliness and health awareness, physical and mental fitness in the students. Following International and National Days are celebrated:

- **Shaheed Dalbir Singh Martyr Day**
- **National Youth Day**

- World Red Cross Day
- Yoga Day
- Hindi Diwas
- International Mother Language Day
- Library Day
- International Health Day
- Army Day
- Navy Day
- Air Force Day
- National Unity Day
- World AIDS Day
- Birth Anniversary Mahatma Gandhi and Lal Bahadur Shastri

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice-1

Title: Community Outreach Programme

Objectives of Practice

a] To strengthen leadership skills among students.

b] Create awareness within in the community.

c] Increase the visibility of the programmes.

d] Improve knowledge and attitude and health behaviours.

e]To stimulate in the development of students " character and citizenship spirit by involving in community outreach activities.

Evidence of Success

Problem EncounteredThe people of the rural community, being conservative, participated in less number ofrallies and other campaigns and showed less interest in the awareness campaigns run by the students. Best Practice-2:

Title: Eco-friendly and Green Campus

Objectives of thePractice:

- Tree Plantation Programmes,Beautification & Maintenance of green area of College
- Water conservation/ Rain water harvestingsystem
- Environment FriendlyBehavior(Car Pooling)
- Creating awareness about environment pollution
- Save energy throughLED bulbs/tube lights

Evidence of SuccessThe use of LED bulbs and floroscent tubes in the college resulted in savings in the monthly electricity bills of the college. Problem EncounteredDue to non-availability of bus stand around the college, the students had to face the inconvenience of traffic, due to which the students had to go on foot and hold rallies and other programs in the villages.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	[View File](#)

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Excellence in Sports:

Shaheed Dalbir Singh Govt. College is located in the rural area of Sonipat District of Haryana. The players of this institution participate in different types of sports at different levels, such as College level, University level, state level and national level. The reason for their high participation and success in sports is the result of their physical and mental hard work. This area geographically comes under Khadar region which is suitable for farming, so the people here are very hardworking and physically fit. Students are also involved in the preparation process of army and police and are also fond of traditional sports. That's why College students bring medals in different

types of sports at different levels. Every year College students got lots of medals and positions at state level/ inter state level/ District level/University level/inter university level sports competitions.

Session Gold Medal Silver Medal Bronze Medal 2022-2023(Sports) Four Five Twenty Three 2022-2023(Cultural) - Two Three

Class Name of the Student Poistion Academic B.A Ist Year Nishu 16th 2022-2023 B.A 3rd Year Komal 14th 2022-2023 B.A 3rd Year Yojana 12th 2022-2023

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

To continue to provide congenial learning environment for holistic development of Students, Faculty and Supporting Staff.

To inculcate online learning through add on courses.

To continue to provide holistic value based education.

To inculcate entrepreneurial abilities in students to face the challenges of corporate world.

To stimulate the academic environment for promotion of quality in teaching-learning process.

To undertake quality-related research studies, consultancy and training programmes.

To conduct various activities that will help students and staff to develop these skills.

To increase Extension activities.

To develop more formal linkages through MoUs.

To facilitate continuous upgradation of the college.

To organise more workshops, seminars and conferences.

To create awareness and initiate measures for protecting and promoting environment.

To promote Research by students and Faculty.

To monitor Quality Assurance and Quality Enhancement activities.

To support various Staff Welfare measures.

To facilitate Faculty and Student Exchange Programmes with Other Academic Institutions and Linkages.

To foster and strengthen relationship through Faculty and Student Exchange Programmes.

To devise techniques to improve Teaching Learning & Evaluation process.

To continue to provide formal education to needy and deserving students.

To arrange career guidance programmes.

To emerge as an exemplar to other colleges.