



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

GOVERNMENT COLLEGE, CHHACHHRAULI

**GOVERNMENT COLLEGE, CHHACHHRAULI DISTRICT YAMUNANAGAR
HARYANA**

135103

<http://gcchhachhrauli.ac.in>

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Government College Chhachhrauli is a co-educational multi-faculty Higher Education Institution (HEI) established by Haryana State Government in 2008. It is situated at Village Chhachhrauli in District Yamuna Nagar of Haryana State and affiliated to Kurukshetra University, Kurukshetra. It was established to provide high-quality and value-based education to rural and underprivileged students of and nearby areas of Chhachhrauli region at a low and affordable cost. Initially, the College was started in a make-shift arrangement building of Government Senior Secondary School, Chhachhrauli. In the very first year of its inception, 231 students were admitted to the undergraduate programmes in the Arts and Commerce streams. However, the College sublimed the heights of glory outshining in various fields in the coming years. Subsequently, in November 2013, the College was shifted to its own spacious lush green campus spread over 10.5 acres having modern state-of-the-art infrastructure and facilities. At present, the College building has two blocks (one double-storeyed and the other one four-storeyed). Presently, the College is offering higher education in 03 Post-Graduate (PG) degree programmes i.e. M.A. History, M.Com. & M.Sc. Computer Science (Software), 01 PG diploma programmes i.e. PGDCA, and 05 Under-Graduate (UG) programmes i.e. B.A, B.Com, BCA, B.Sc (Non-Medical & Medical) with student strength of 1739 in the current academic session 2022-23.

The first Government College in the District Yamuna Nagar, it provides modern and latest infrastructural facilities to the students of rural areas which include IT/Computer and Science Laboratories, Smart and Virtual Class-rooms, Sports Ground, Sports facilities including a Gymnasium, Multi-purpose Hall, Seminar Room, Conference Room and a well-equipped Library. The College has highly professional and educated staff who take initiative to learn and keep in pace with latest knowledge and then transferring this knowledge to the students for their continuous growth and development. The faculty is dedicated to bring in the positive transformation in the personality of students, guiding them to build up career and prepare them to become sincere, socially responsible and self-sufficient citizens. Besides rigorous classroom teaching, regular co-curricular and extra-curricular activities are organized periodically to provide an environment conducive to the holistic growth of the students.

Vision

Our vision is to nurture excellence and wisdom by providing high quality and value-based education to rural, underprivileged and vulnerable segments of society at a low and affordable cost, and facilitate holistic growth of the students making them self-sufficient and socially responsible citizens.

Mission

- To create and maintain an environment of excellence in education through technological advancements, effective pedagogy and methods of evaluation.
- To provide quality and affordable education to the rural and weaker sections of the society.
- To enhance life and social skills among the students by providing value-based education.
- To provide a conducive environment for holistic growth of the students.
- To produce self-reliant, ethical and socially responsible human resources.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Academic Excellence

- Government College Chhachhrauli is the first Post-Graduate Government College in District Yamuna Nagar. Presently, the College is offering three PG degree programmes in Arts, Commerce and Computer Science streams and one PG diploma programme in Computer Science stream.
- The College through its various clubs, committees, staff and students has been receiving awards and recognitions in various academic, cultural and social domains.
- Ample staff members are doctorate in their respective streams.

Infrastructure

- Lush Green Campus spread over 10.5 acres with locational advantage for the target segment as located in the vicinity of the main market
- ICT facilities including Wi-Fi campus, Soft Skills/E-Resource Lab, Smart and Virtual Classrooms
- Fully equipped and automated Library
- Museum of Life Sciences and Botanical Garden
- Well-equipped Laboratories
- Separate parking stands for staff and students
- RO drinking water facility
- Playground and Gymnasium
- Safe and secure campus (Installation of CCTV cameras)

Societal and Environmental Sustainability

- Academics with co-curricular activities for the holistic development of students. Regular extension activities and Outreach Programmes by various Cells/Committees/Clubs of the College such as Women Cell, Placement Cell, National Service Scheme (NSS), National Cadet Corps (NCC), Youth Red Cross (YRC), Legal Literacy Cell and Eco Club.
- The College with an objective to sensitize the societal responsibility among its students collaborates with various Government and social organizations/NGO's for social cause activities like Blood Donation Camps, Adoption of nearby Villages, Adoption of Old Age Homes, and Orphanages.
- Inclusiveness and Diversity of staff and students
- Tree Plantation campaigns
- Health, Hygiene and Cleanliness Drives in and off the campus
- Vermicomposting Plant for waste management
- Rain Water Harvesting systems
- Solar Panels

Digitalization

- The faculty members are certified/trained for the use of ICT in teaching, development of e-content and use of online teaching platforms.
- Use of e-governance in multiple areas viz. IntraHaryana, HRMS, MIS & LMS Portals for

administration, HRTreasuries Portal for finance and accounts, Online Admissions, ERP, Scholarships, Examinations Portals for students' admission and support, GeM Portal for purchase etc.

- Compulsory Aadhaar Enabled Biometric Attendance System (AEBAS) for Staff.
- Use of ICT in teaching with the aid of Smart and Virtual Classroom, Soft Skills/E-Resource Lab.

Institutional Weakness

- Lack of adequate number of staff
- Transfer/Deputation of teaching staff in mid-semester
- Limited Role in the curriculum design
- Ranking and Accreditation are still in process
- Scarcity of Research Projects and Grants
- Academic and Industrial Collaborations are not in appreciable number

Institutional Opportunity

- Service to rural, under-privileged and weaker section of the society
- Implementation of new National Education Policy, 2020 will benefit the College in terms of interdisciplinary and skill-based education and research leading to enhancement of employability of the students

Institutional Challenge

- Frequent transfers and deputations of teaching and non-teaching staff are beyond the control of the College.
- Attracting students by restructuring courses to meet the competitive employment requirements since the syllabus and courses are set by the University.
- To enhance job opportunities for our students by strengthening industry-academia relation as the students are lacking basic communication skills.
- To improve the technological competency of the students for enhancing towards digitalization.
- To inculcate, encourage and sustain the research culture among the staff and students.
- Poor academic base and lack of communication skills of the students as most of the students belong to rural areas and under-privileged sections of the society.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The College is an affiliated higher education institute and hence follows the curriculum and guidelines framed by its affiliating University, namely, Kurukshetra University Kurukshetra. However, the College takes various innovative steps to make the curriculum delivery effective:

- There is a well-defined mechanism in the College for effective delivery of curriculum with well-planned Lesson Plans, Academic Calendar and student-centric ICT-based teaching methods.

- The College also follows a Continuous Internal Evaluation (CIE) system for the internal assessment through periodic assignments, class test, class participation and attendance.
- All faculty members of the College are actively involved in university examination related duties such as setting of question papers, invigilation, evaluation and assessment.
- For providing academic diversity to students, the College offers 04 Value-added Certificate Courses in Creative Writing, Entrepreneurship, Banking & Insurance, and Cyber Security to the students. In the Academic Session 2020-21, 128 students successfully completed these Certificate Courses.
- The different cross-cutting issues pertaining to environment sustainability, gender sensitivity, human values and professional ethics are the integral part of the syllabi taught in the college in different courses. The College also organizes various activities on these issues for the holistic development of the students.
- The students of our College undertake various projects and field works in courses like Botany, Zoology, Environmental Studies (Qualifying Exam) etc. The college also has Museum of Life Sciences and Botanical Garden that catalyze to the students' learning experience. For making learning more interactive, educational and industrial tours are organized to give practical knowledge to the students.
- The College also organizes various activities/training workshops for students to improve their analytical abilities, critical thinking, problem solving, and decision making for life-long learners and innovators
- Periodic collection of Feedback from Students, Alumni, Employers and Faculty Members is ensured by the IQAC Committee of the College. The analysis of Feedback Report is an important part of Agenda of IQAC meeting at the commencement of every new academic session.

Teaching-learning and Evaluation

Teaching-learning and Evaluation is the backbone of any educational institution. The College is committed to providing an enriching teaching-learning experience and a transparent evaluation system to its students and faculty members in the best possible way.

- The Admission process is merit-based, transparent and strictly in accordance with the State Government reservation policy through Centralized Online Admission Portal governed by Department of Higher Education, Haryana, Panchkula. It follows the guidelines and timelines issued by the affiliating Kurukshetra University, Kurukshetra and Department of Higher Education, Haryana, Panchkula. The college level admission committees for various programmes also counsel the students at entry level and make them aware about different subjects and their future prospects.
- At the onset of new academic session, an Orientation Programme is organized by the College for new entrants to acquaint them with various aspects of college life. Further, the academic calendar, time-table, lesson plans and learning outcomes are uploaded on college website and are easily accessible to all stakeholders for ready reference.
- The teaching-learning process is based on traditional chalk and board method blended with use of e-contents, smart classroom, virtual classroom, Soft skills/E-Resource Lab and Laboratories. Learning is made student-centric by adhering to the activities like seminars, group discussions, interaction of the students with invited experts, workshops, class presentations, e-resources, study tours, field visits, doubt clearing sessions, efficient mentor-mentee system, easily accessible college administrative channels, career counseling and placement activities etc. The Internal Quality Assurance Cell (IQAC) of the college plays a vital and active role to ensure effective and quality teaching-learning by encouraging faculty to prepare lesson plans & e-contents, and deliver the course contents effectively.
- The examination system is based on the set, efficient and student-friendly system of the affiliating Kurukshetra University. The evaluation of students is made from their continuous performance by way

of internal assessment, and semester-end performance in University examination (Theory and Practical examination, wherever applicable).

Research, Innovations and Extension

The College provides all the necessary infrastructure and facilities to staff and students for research, innovation and extension viz.

- Faculty members of the College continuously strive for writing, presenting and publishing research works through Journals, Books, Seminars and Conferences held at National and International level.
- Staff gets continuous support to participate in Workshops, Seminars, Conferences, Orientation Programmes, Refresher Courses and Faculty Development Programmes for enhancing their skills and knowledge.
- To promote research and innovation in various fields, financial aid is provided by the Department of Higher Education, Panchkula Haryana for holding seminars/workshops/conferences at various levels viz. District/State/National and International.
- Regular teaching staff can avail study leave under Faculty Improvement Program (FIP) of UGC once in the span of their professional career to pursue higher studies/research interests.
- Science Exhibition, a regular pragmatic feature of the College, exhibits practical knowledge gained by the students in the form of working models, projects etc. to enhance students' interest in science and technology.
- The College has an Entrepreneurship Development Cell (ED Cell) wherein the students are offered opportunities to boost their entrepreneurial skills through different activities and competitions.
- The College has well-established NSS Unit, NCC Unit, YRC Unit, Women Cell and Beti Bachao, Beti Padhao Club which are actively involved in social activities. These clubs, by way of organizing various extension lectures, talks and competitions create awareness among our students on various social issues and problems viz. Pollution, Deforestation, Women Empowerment, Education, Health, Water Conservation, Cleanliness and Hygiene, Drug Addiction, Blood Donation, Road Safety and Financial Literacy etc. Volunteer students from these clubs and committees actively participate in various social activities on/off the campus.
- The College is well known for its regular extension activities done in collaboration with various government and non-government agencies viz. Blood Donation Camp in collaboration with Red Cross Society, District Yamuna Nagar, Medical Health Check-ups in collaboration with Community Health Centre, Chhachhrauli, Dental Check-up camps in collaboration with D.A.V Dental College, Yamuna Nagar, Adoption of nearby Village under Unnat Bharat Abhiyaan, Cleanliness and Plantation Drives by NSS and NCC Volunteers in the neighbouring areas and villages etc.

Infrastructure and Learning Resources

The College has a sprawling and well-laid campus spread over an area of about 10.5 acres with state-of-the art infrastructure and facilities which contribute consequently to improve the learning ambience. The College building has two blocks (one double-storeyed and the other one four-storeyed) with adequate facilities for teaching-learning, sports and cultural activities viz.

- Principal Office with Retiring Room
- Administrative Office with Bursar Room

- Staff Room = 01
- Classrooms = 24 (well-furnished, ventilated and spacious)
- Lecture Theatres (LTs) = 04 (out of which 01 has Smart Class facilities and 01 has Virtual Class facilities)
- Laboratories = 14 (for Computer Science, Chemistry, Physics, Zoology, Botany, Botany & Zoology Herbarium & Museum, Music (I), Soft Skills/E-Resource etc)
- Botanical Gardens = 02
- Seminar Hall = 01 with ICT facilities
- Conference Room = 01 with VC facilities
- Library = 01 (fully equipped and automated Central College Library)
- Dedicated Internet Lease Line (35 mbps)
- Separate rooms for various Cells/Committees viz. NSS, NCC, Women Cell, Placement Cell, NAAC, IQAC, University Registrar, Scholarship, Grievance Redressal Cell etc.
- Dispensary with essential medicines for the First Aid purpose.
- Girls Common Room = 01
- Canteen = 01
- Music Room = 01
- Playground = 01 with two stages, athletic track of 200 m and facilities for outdoor games like Handball, Kho-Kho, Athletics, Volleyball, and Kabaddi etc.
- Multipurpose Hall = 01 with Indoor Sports Complex having facilities for Badminton, Table Tennis, Yoga, Judo, Wrestling, Carom Board, and Chess etc.
- Gymnasium Hall = 01
- Facilities to meet the requirements of the differently-abled persons (divyangjan) viz. ramps, divyangjan-friendly toilets etc.
- CCTV cameras throughout the campus to ensure proper security and vigilance
- Public Address System in the entire building for important announcements for various purposes
- Lawns = 03 with Lawn Hut and Lawn Benches
- Separate Parking Stands for staff and students
- Generators = 02 (one of 25 KVA capacity and the other one of 35 KVA capacity with enclosures)
- Power House with distribution panels

There is a well-established system in the College for the optimum utilization of available infrastructure and its regular maintenance.

Student Support and Progression

Students are the main stakeholders in the teaching-learning process and the College follows a number of effective methods to provide adequate support to the students and to monitor their progression:

- The College facilitates various scholarships provided by Central and State Government, Kurukshetra University and other agencies under different schemes to eligible students.
- The College facilitates the financial support to needy students through Earn While You Learn Scheme of Director Higher Education, Haryana by engaging them in Laboratories, Library and Office related works for which they are paid accordingly at an hourly rate.
- The College facilitates the financial support to the final year students for applying their Passports under the Passport Scheme of Director Higher Education, Haryana.
- The College has Women Cell working efficiently for the Empowerment of Girl students and to bring

out the latent talent of the Girl students. Under this Cell various activities are organized to bring awareness pertaining to dowry, property rights, sexual harassment, female foeticide, health/hygiene issues, exercise/yoga activities, training/workshops in soft and hard skills etc. Gender Sensitization Programmes are also organized in which male students/teachers are actively involved.

- The College has Grievances Redressal Cell, Proctorial Board, Anti-Ragging Cell, Internal Complaint Committee, Anti-Sexual Harassment Cell and Students' Welfare Club which takes necessary action pertaining to the issues relating to the staff and students.
- The College provides a platform through Mentor-Mentee System in which Mentor is a teacher who support and encourage students in his/her academic as well as personal growth.
- The College has Personality Development, Career Counseling and Placement Cell that extends counseling services to the students for Higher Education, Competitive Examinations, Soft Skills Development etc. by periodically organizing various activities. It also assists the students to secure placements by arranging job interviews in and off the campus.
- Besides rigorous classroom teaching, regular co-curricular and extra-curricular activities are organized periodically to provide an environment conducive to the holistic growth of the students.
- The College has an Alumni Committee, which keeps in touch with the alumni of the College. Alumni and former faculty are always invited to participate in various functions organized by the College.

Governance, Leadership and Management

Government College Chhachhrauli is a Government-run higher education institution and has a well-organized structure of human resources as per the policy guidelines of Department of Higher Education of Haryana Government.

- The Principal is the academic and administrative head of the College who in the light of the policy guidelines issued by the Department of Higher Education, Haryana, Panchkula and the vision and mission of the College conducts the various College activities with the active consultation and support of the staff members. The Department provides financial & logistic support to conduct the College activities.
- The College has an earmarked financial officer known as Bursar who keeps a vigil on different heads of expenditure and ensures that the income is credited in and expenses are made strictly from the assigned head. The Bursar advises the Principal about the financial record keeping and ensures the fidelity of financial accounts.
- The College follows a decentralized and participative mode of governance through the comprehensive system of Cells/Committees for annual duties. These Cells/Committees, consisting of teachers and supporting staff, work independently for their allotted work under the overall supervision of the Principal.
- The College has an Internal Quality Assurance Cell (IQAC) that works in close association with Principal, College Council, faculty, non-teaching staff and other stakeholders to maintain quality benchmarks in the College.
- The College has various teaching departments headed by senior most faculty members who supervise various curricular and co-curricular activities in consultation with other teachers of their respective departments.
- The College provides welfare measures for its teaching and non-teaching staff as per the policy guidelines of Department of Higher Education, Haryana. Teaching staff also get support to participate in various Programmes for enhancing skills and knowledge.
- The College has proper performance appraisal system as per the policy guidelines of the Department of

Higher Education, Haryana for assessing the teaching as well as non-teaching staff.

- The College has adopted e-governance modules in administration, finance & accounts, student admission & support, and examination.

Thus, there is systematic and organized administrative structure to ensure methodical, unambiguous, and efficient organizational channels for conducting College activities efficiently.

Institutional Values and Best Practices

The College follows a well-designed Code of Conduct, promotes a harmonious value system and initiates various innovative practices for the improvement of the institutional processes and overall development of all the stakeholders viz.

- The College is committed to providing equal opportunities to its staff and students without any gender discrimination.
- The College organizes various awareness programmes and extension lectures to ensure and encourage Gender Sensitization, Gender Equity, and Gender Equality etc.
- Tuition Fee waiver, Free bus passes etc. are some practices being followed to encourage the participation of females in Higher Education.
- The College, through various efforts/initiatives, provides an environment which enhances the tolerance and harmony among the students towards different cultural, regional, linguistic, communal, socio-economic differences by celebrating various festivals, events and ceremonies/days with great enthusiasm.
- The College is committed to sensitizing its students and staff about the values, rights, duties and responsibilities as envisaged in the constitution.
- The College fulfils its social obligation towards the society by ensuring a green campus, ban on the use of plastics, smoke-free campus, use of solar energy, rain water harvesting plants, solid waste management system, promoting the students to use public transportation system, promoting the use of bi-cycles in place of bikes, special provision for differently abled persons etc.
- The Best Practices of the College are
 - **Women Empowerment:** The College prioritizes all the activities that can empower the girl students to encourage their enrolment in Higher Education and explore their strengths and potential.
 - **Youth Engagement:** The Institution follows the practice of focusing on student-centric activities/opportunities which empower our rural youth and make them socially responsible towards society so that they can create an impact for ensuring a better life in future.
- Community Works ensuring Holistic growth of the Staff, Students and the Institution is a unique and distinctive area the College thrusts on and outperforms. The College seeks to outperform in the following sub-thrust areas:
 - Focus on Skill Development to make students self-reliant
 - To ensure sustainability by fulfilling social responsibility towards the sub-division where the College is located
 - To transform our students into socially responsible citizens

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVERNMENT COLLEGE, CHHACHHRAULI
Address	Government College, Chhachhrauli District Yamunanagar Haryana
City	CHHACHHRAULI DISTRICT YAMUNANAGAR
State	Haryana
Pin	135103
Website	http://gcchhachhrauli.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Sanjeev Kumar	01735-276580	9416135727	-	gcchhachhrauliinformation@gmail.com
IQAC / CIQA coordinator	Ashok Bansal	-	9416384862	-	ashokbansal2309@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details

State	University name	Document
Haryana	Kurukshetra University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	13-12-2016	View Document
12B of UGC	13-12-2016	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	Yes
If yes, name of the agency	The College had participated in the Gradation Framework PRaYAAS (Performance Rating Yardstick for Academic Audit Standards) conducted by the Department of Higher Education, Haryana, Panchkula in the Year 2019 and was graded as B+ on the basis of various gradation parameters.
Date of recognition	18-11-2019

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Government College, Chhachhrauli District Yamunanagar Haryana	Rural	10.6	10641

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BSc,Science	36	Senior Secondary	English	160	38
UG	BSc,Science	36	Senior Secondary	English	20	11
UG	BCom,Commerce	36	Senior Secondary	English + Hindi	160	88
UG	BA,Arts	36	Senior Secondary	English + Hindi	400	398
UG	BCA,Computer Science And Applications	36	Senior Secondary	English	60	60
PG	MCom,Commerce	24	Graduation	English + Hindi	40	24
PG	MA,Arts	24	Graduation	English + Hindi	40	40
PG	MSc,Computer Science And Applications	24	Graduation	English	40	7
PG Diploma recognised by statutory authority including university	PGDCA,Computer Science And Applications	12	Graduation	English	40	26

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				3				43			
Recruited	0	0	0	0	2	1	0	3	9	11	0	20
Yet to Recruit	0				0				23			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				15			
Recruited	0	0	0	0	0	0	0	0	7	8	0	15
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				11
Recruited	4	0	0	4
Yet to Recruit				7
Sanctioned by the Management/Society or Other Authorized Bodies				13
Recruited	11	2	0	13
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	1	0	4	3	0	9
M.Phil.	0	0	0	1	0	0	3	5	0	9
PG	0	0	0	0	0	0	2	3	0	5
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	3	5	0	8
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	0	0	0	4	2	0	6
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	801	4	0	0	805
	Female	729	6	0	0	735
	Others	0	0	0	0	0
PG	Male	49	1	0	0	50
	Female	122	1	0	0	123
	Others	0	0	0	0	0
PG Diploma recognised by statutory authority including university	Male	14	1	0	0	15
	Female	11	0	0	0	11
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	394	350	316	346
	Female	373	332	272	329
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	235	247	244	320
	Female	270	248	237	295
	Others	0	0	0	0
General	Male	168	175	191	220
	Female	118	132	145	158
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1558	1484	1405	1668

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	<p>Government College, Chhachhrauli is a multi-disciplinary Higher Education Institution which offers 09 different programmes (PG-03, PG Diploma-01 and UG-05) in Arts, Commerce, Computer Science and Science (Non-Medical & Medical) streams to their students. The College being affiliated to Kurukshetra University, Kurukshetra follows the curriculum of its affiliating university in letter and spirit and is committed to implementing the flexible curriculum policy as per NEP, 2020 as and when implemented by the Parent University. At present the students are offered electives/choices as per their respective curriculum framework. The different cross-cutting issues pertaining to</p>
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	<p>environment sustainability, gender sensitivity, human values and professional ethics are also the integral part of the syllabi taught in the college in different courses. Moreover, the College takes various innovative steps for the holistic development of the students by giving exposure to other disciplines by way of extra-curricular activities, extension talks, invited lectures, training sessions and workshop etc. pertaining to various inter-disciplinary topics and themes. The College also offers four Add-on Certificate courses to the students that gives them opportunity to enhance their knowledge in the fields like Creative Writing, Entrepreneurship, Banking & Insurance, and Cyber Security. The faculty members of different disciplines collaboratively co-author various research articles to promote and to benefit from inter-disciplinary research.</p>
2. Academic bank of credits (ABC):	<p>The College complies with the guidelines and directions issued by its affiliating University in connection with Academic bank of credits (ABC) and Curriculum. Hence the College shall accede to the relevant guidelines of the University in the matter of ABC as and when the same is implemented by the University. The College takes various steps to make the curriculum delivery effective viz. • Framing of the Academic Calendar, Lesson Plans and Learning Outcomes at the commencement of every academic session • Following a Continuous Internal Evaluation (CIE) system for the internal assessment through periodic assignments, class test, class participation and attendance • Besides Reference and Text books, the faculty is constantly engaged in developing e-contents • Students are encouraged to pursue self-learning and self-paced Certificate courses from online Portals like SWAYAM, UGC MOOCs etc. • MoUs signed with various agencies/institutions to promote academic standards</p>
3. Skill development:	<p>The College offers various professional degree courses viz. BCA, PGDCA, M.Sc. Computer Science (Software) and skill-based Add-on Certificate courses viz. Creative Writing, Entrepreneurship, Banking & Insurance, and Cyber Security for students to develop their skills as per changing needs. Moreover, the College takes following steps pertaining to the Skill development • The College organizes various activities/trainings/workshops/interactions for students through its various established Cells, Clubs</p>

	<p>and committees to develop and improve their life skills through Yoga, Meditation & Mental Health camps, Soft Skills through Communication Skills workshops, Hard Skills through Cooking, Art and Craft, Dance Workshops and various other skills like analytical abilities, critical thinking, problem solving, and decision making etc. for life-long learners and innovators. • The College has Soft Skills/E-Resource Lab to provide exposure to students in language learning • The college also has an effective Entrepreneurship Development Cell (ED Cell) and Incubation Centre whereby the students are offered opportunities to boost their entrepreneurial skills through different activities and competitions. • Teaching staff also get support to participate in Workshops, Seminars, Conferences, Orientation Programs, Faculty Development Programmes, Induction Programmes, Refresher Courses, Short Term Courses etc. for enhancing skills and knowledge. • The College has signed MoUs with various agencies/institutions to enhance problem-solving skills among the students</p>
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	<p>The students of the College hail from different social, cultural, regional and linguistic backgrounds. Therefore, the curriculum delivery includes the use of most prevalent languages of the area such as Hindi, Punjabi and English for the sake of better understanding. Moreover, the College takes following steps pertaining to the appropriate integration of Indian Knowledge System: • The College offers various courses at UG and PG level viz. Hindi, English, Punjabi, History, Political Science, Music (Instrumental) etc. to make the students familiar with their cultural roots and heritage. • The College organizes various activities/extension lectures/competitions for students through its various established Subject and Literary societies to develop and improve their command over Hindi, English, Punjabi, History, Political Science, Music (Instrumental) etc. • The College organizes and celebrates various festivals, events and ceremonies/ days with great enthusiasm to promote Indian traditions and culture. • The students of the College participate in various District and University level programmes on cultural and regional folk music and dance (viz. Haryanavi, Punjabi, Himachali, Rajasthani etc.) • The students of the College</p>

	<p>participate in various camps (District, State, National and International Level viz. Ek Bharat Shreshth Bharat Camp, International Youth Exchange Programme Camp, National Integration Camp, Disaster Management Basic Training Camp - Aapda Mitra etc) to acquaint with various cultures and traditions.</p>
5. Focus on Outcome based education (OBE):	<p>The College being affiliated to Kurukshetra University, Kurukshetra follows the curriculum of its Parent University in letter and spirit. However, the College has developed its Programme Outcomes (POs) and Course Outcomes (COs) taking into consideration the mission and goals of the programmes and courses. For all the under-graduate and post-graduate programmes, the POs and COs are drafted following discussions with all the stakeholders and have been displayed on the College website to facilitate access to various stakeholders including the students and teachers. The POs and COs primarily aim at imparting knowledge and skills which is critical for building students' competence and personality. There is also an emphasis on holistic development of the students as the learning outcomes focus on imparting values and ethics and enhancing their interpersonal and communication skills. To achieve these outcomes, traditional teaching methods are integrated with the use of student-centric ICT-based teaching methods, online resources, field/industrial visits, extension lectures, workshops, efficient mentor-mentee system etc. Moreover, the college seeks regular feedback on its curriculum from students, alumni and employers to evaluate the success of desired outcomes.</p>
6. Distance education/online education:	<p>The College offers all programmes and courses in regular mode only; however, online tools and blending learning are used to augment and enhance pedagogy. The College follows a number of practices towards promoting technology enabled blended learning viz. • Adequate IT resources and facilities viz. Computer Labs, Soft skills/E-Resource Lab, Virtual Classroom for online learning environment, Smart Classroom, Seminar Hall with ICT facilities, Conference room with video conferencing facilities • Classroom teaching blended with use of ICT tools viz. projectors, digital boards, e-content etc. • Arranging online training/webinars/competitions/expert talks for staff</p>

	and students towards skill enhancement • Fully equipped and automated Central College Library with e-contents and e-subscriptions through Infilbnet N-List • Students are encouraged to take online courses available on various learning sites to inculcate self-learning among the students • MoUs signed with various agencies to enhance teaching-learning experience and promote quality initiatives in higher education • During the hard times of COVID-19, the teachers remained connected to the students through various online platforms and fulfilled their learning needs as per the need of the hour
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Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	College has an effectively and efficiently working Voter Card and Electoral Rolls Committee which is re-constituted every year as per annual duty list of the College. The objective of formation of this committee is to sensitize the students and staff of the College about their voting rights and duties, to co-ordinate with the District Administration in the electoral process and to represent the College in all the meetings or programmes organized by the District Administration.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	In the current academic session 2022-23, the following Voter Card and Electoral Rolls committee was constituted vide office order No. GCC/2022/2052 dated 28.09.2022 1. Dr. Ritu, Convener/Co-ordinator 2. Ms. Sukhwinder Kaur, Member 3. Mr. Pankaj Dass, Member 4. Dr. Sandeep Kumar, Member The College student Vipin Kumar, Roll No. 120145002010 of BA-III was appointed as Campus Ambassador for spreading awareness among the students for maximizing the registration in the Electoral Roll as Elector vide letter No. Ambassador/elec-2022/661 dated 10.11.2022 received from the District Election Office, Yamuna Nagar. The Committee is functional and is consistently involved in creating awareness among the students regarding their Voting Rights and Responsibilities besides co-ordinating with the District Administration in the making of new votes of the eligible students of the College.

<p>3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>The Voter Card and Electoral Rolls committee in collaboration with Political Science Department and NSS Unit of the College frequently organize various programmes to create awareness among the students and the people living in the nearby areas of the College about their Voting Rights and Election Process. The College also extends its full support and co-operation to the District Election administration in the conduct of Polls by way of infrastructure and manpower viz. • The staff of College performs assigned duty in every election. Most teaching staff members perform the duty of duties as Duty Magistrate/Sector Supervisors/Presiding Officers and non-teaching staff members as Polling Officers in different elections viz. Parliamentary Elections, Assembly Elections, Municipal Committee Elections and Panchayat Elections etc. • Collection Centre for Chhachhrauli Block is established in the College in General Panchayat Elections of the State. The College through its Voter Card and Electoral Rolls committee ensures the availability of all basic facilities required for setting up of Collection Centre.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>Regular awareness drives are being conducted by the College to create awareness and sensitization among the students and staff of the College regarding electoral related issues viz. • Every year Voter's Day is celebrated in the College with an objective to create awareness and motivate the students to participate in the voting process. • The Voter Card and Electoral Rolls committee in collaboration with the department of Political Science celebrates Constitution Day every year to aware the students of their constitutional rights and duties. • Various Rallies and Competitions are organized to spread awareness on Voting Rights among the students and masses. • Expert talks and Mentor-Mentee sessions are organized to motivate all the eligible students of the College for applying in the Electoral Roll process. In the current academic session 2022-23, the Committee collected 162 forms for Voter Card enrollment from the eligible students and were submitted to the office of Deputy Commissioner-cum-District Election Officer, Yamuna Nagar vide office letter No GCC/2022/2543 dated 07.12.2022.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by</p>	<p>Voter Card and Electoral Rolls Committee in co-ordination with the office of Deputy Commissioner-</p>

ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	cum-District Election Officer invites all eligible students to submit applications for preparing voter card and thus extends its full support in making the process of electoral roll efficient and successful. The committee also arranges various sessions to motivate the students for getting enrolled as Voters. Thus, all the students in the College above 18 years have been made aware of the process and motivated to take part in the electoral process.
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Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1668	1405	1484	1558	1845

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 72

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
38	38	44	39	41

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
94.26276	173.00767	129.81543	99.03849	191.25108

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Government College Chhachhrauli is an affiliated College of Kurukshetra University, Kurukshetra and hence adopts the curriculum and guidelines provided by the affiliating University. However, to make the curriculum delivery effective, the College follows well defined and strategic system viz.

- At the commencement of a new academic session, a meeting is conducted by Principal along with all HODs and IQAC to address the requirements of the forthcoming session.
- College Academic Calendar is prepared as per academic schedule of the affiliating Kurukshetra University, Kurukshetra which reflects the schedule for admissions, teaching terms, vacations during the semester, dates of commencement of University Examinations and tentative schedule for the major events in the college.
- Workload assessment for each subject is being done as per the guidelines of Department of Higher Education, Haryana, Panchkula.
- Time table is framed by time table committee of the College during odd as well as even semester of an academic year. Subject allocation in the time table is done as per willingness and competence of faculty members.
- The college has developed its Programme Outcomes (POs) and Course Outcomes (COs) taking into consideration the mission and goals of the programmes and courses. The teachers plan their teaching lesson plans in accordance with these learning outcomes. These POs/COs and Lesson Plans have been displayed on the college website to facilitate access to various stakeholders including the students and teachers.
- Curriculum delivery through traditional classroom teaching is blended with the use of e-contents, smart classroom, virtual classroom, Soft skills/E-Resource Lab and Laboratories to enhance teaching-learning experience. College also provides collaborative and participative learning environment by adopting group discussions, conducting seminars in the classroom, arranging various extension lectures and workshops etc.
- Learning is made student-centric by adhering to the activities like class presentations, e-resources, study tours, field visits, easily accessible college administrative channels, career counseling and placement activities etc.
- The students are encouraged to use online resources such as YouTube, SWAYAM PORTAL etc. to inculcate self-learning among them.
- Faculty members take utmost care to complete the syllabi in time.
- Students are encouraged to meet faculty beyond classroom hours for doubt-clearing and curriculum discussions.
- The College also organizes mentor-mentee interaction in which each mentor is allotted with a particular group of students. These interactions occur periodically to address student's needs regarding curriculum delivery and accordingly necessary action is taken.
- Meetings of HoDs and faculties of concerned department are conducted periodically to discuss

various issues like action plan to be followed for curriculum delivery, completion of syllabi in time and decision regarding co-curricular activities.

- The College also follows a Continuous Internal Evaluation (CIE) system for the internal assessment through periodic assignments, class test, class participation and attendance. This structured mechanism for internal assessment motivate students to attend their classes regularly and remain participative in the class discussions.
- Some faculty members of College are members of Board of Studies of Kurukshetra University, Kurukshetra. They contribute actively in planning and revision of curriculum.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1 Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 5

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document

Other Upload Files

1	View Document
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1.2.2 Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 1.8

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses

of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	143	0	0	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1 *Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum*

Response:

Government College Chhachhrauli follows the curriculum designed by the affiliating Kurukshetra University, Kurukshetra. The curriculum not only imparts extensive learning of the subjects but also incorporates various cross cutting issues like Professional Ethics, Gender, Human Values, Environment and Sustainability. Moreover, the College through its various Cells/Committees/Clubs organize various activities to sensitize the students about these issues.

Environment and Sustainability

- The Environmental Studies is taught as the compulsory paper for the first year students of all undergraduate programmes to make students aware about environment issues, natural & biotic resources, pollution hazards and measures to deal with it.
- The B.Sc. (Medical) programme include various papers (like Ecology, Environmental Biology, Evolution and Developmental Biology etc.) and field visits (like Collection trips, visit to Fishery, Zoological Park, Herbal Park etc.) to make students aware of environment, bio-diversity and its conservation.
- The Eco Club of the College also motivates the students to be eco-friendly and organizes various activities to sensitize them about the environment and sustainability.
- Our College contributes to environmental sustainability by ensuring a green campus, ban on the use of plastics, smoke free campus, use of solar energy, rain water harvesting plants, solid waste management system etc.
- The staff and the students work enthusiastically to sensitize the community about various aspects of sustainable environment through Cleanliness & Plantation Drives, Rallies, Nukkad Natak, Skits, and other activities.

Professional Ethics

- Issues related to professional ethics are the integral part of various programmes like M.Com.,

B.Com. and BCA.

- Professional ethics are also addressed through various workshops/trainings/talks organized by different Cells/Committees/Clubs.
- The College also has a well devised Code of Conduct for staff and students which is displayed on the College website.

Gender

- Issues like Gender Equality, Gender Equity, Gender Sensitivity, Women Entrepreneurship etc. are taught as part of curriculum in various programmes like B.A, B.Com.
- Various Cells/Committees/Clubs viz. Women Cell, Beti Bachao Beti Padhao Club, NCC/NSS/YRC Cells, Legal Literacy Cell, Important Days Celebration Committee etc. conducts various Gender Sensitization Programmes in the form of Extension Lectures, Competitions, trainings, workshops etc.
- Various Cells/Committees/Clubs like Grievances Redressal Cell, Proctorial Board, Anti-Ragging Cell, Internal Complaint Committee, Anti-Sexual Harassment Cell and Students' Welfare Club ensures no gender discrimination/exploitation in the College and looks after the safety and security of Women/Girls.

Human Values

- Issues related to Human Values are the integral part of different Humanity courses like Hindi, English, Political Science, Music (I) etc.
- The College addresses the Human Values issues through number of community based activities conducted by various Cells/Committees/Clubs viz. Blood Donation Camps, Health Check-up Camps, Unity Day celebration, Awareness for Human Rights, Adoption of nearby Villages, Adoption of Old Age Homes and Orphanages etc.
- The College is sensitive towards the persons with disabilities (divyangjan) and therefore strives to create a divyangjan-friendly campus. Ramps, special toilets as well as other specific facilities are provided all over the campus wherever required to help these persons in minimizing their difficulties and making them feel comfortable on the campus.

File Description	Document
Upload Additional information	View Document

1.3.2 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 37.05

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 618

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 71.07

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2021-22	2020-21	2019-20	2018-19	2017-18
748	588	621	577	707

2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
960	880	880	880	960

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list as published by the HEI and endorsed by the competent authority	View Document
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	View Document

2.1.2 Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 40.9

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2021-22	2020-21	2019-20	2018-19	2017-18
219	152	166	147	206

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
467	414	414	414	467

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document

2.2 Student Teacher Ratio**2.2.1 Student – Full time Teacher Ratio
(Data for the latest completed academic year)****Response:** 43.89**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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process****Response:**

We, in the College, believe in the adoption of various student-centric methods and maximum use of ICT tools for effective teaching-learning process. The goal is to ensure that the students can link theory with practical, develop exploration and critical thinking skills, gain up-to-date knowledge and apply their skills to develop innovative solutions to the present-day problems. Different methodologies/techniques used for this are:

- The College has various ICT resources such as Wi-Fi campus, Smart Classroom, Virtual Classroom, Soft Skills/E-Resource Lab, e-contents/subscriptions in Library etc. that are used not only for purely academic and curricular activities but also in day-to-day administrative ventures. Classroom teaching using chalk and board is also blended with use of ICT tools, and the students

are encouraged to use online resources such as available content on YouTube, SWAYAM PORTAL as well as other learning sites to inculcate Self-learning among the students.

- The laboratory experimental learning is the integral part of various courses in the college viz. Botany, Zoology, Chemistry, Physics, Mathematics, Computer Science, Music (I) etc. The students, in the groups of 15-20, learn through laboratory experimentation under the expert guidance of teachers in well-equipped labs. The college E-Resource Lab also provides exposure to the students in language learning. The field visits to know about the varieties of flora and fauna are the integral part of studies in Botany and Zoology. The college also has a Museum of Life Sciences and Botanical Gardens that catalyzes the students' learning experience. For making learning more interactive, educational and industrial tours are organized to give practical knowledge to the students.
- Science Exhibition, a regular pragmatic feature of the college, exhibits practical knowledge gained by students in the form of working models, projects etc. to enhance students' interest in science and technology.
- The participative learning is supported by adopting group discussions and conducting seminars in the classroom. The students are motivated to raise questions during classroom sessions and search answers from different sources. Different Cells/Clubs/Departments/Societies organize various extension lectures, expert talks, quizzes, workshops, debates, seminars, mock parliaments and other co-curricular competitions to enable the students to interact more closely with experts and accomplished academicians broadening their worldview beyond the realm of textbooks.
- College also provides collaborative learning by arranging various extension/awareness lectures and workshops in which groups of students work together to solve a problem or complete a task. This amplifies students' participation in teaching-learning process.
- NSS, Women Cell, Legal Literacy Cell and Placement Cell organize a number of activities/training workshops where students actively participate which gives them necessary input for critical thinking, creativity, and scientific temperament to transform them into life-long learners and innovators. Women cell also organizes various gender-sensitization lectures and self-defense training for girl students.
- The College Library is a rich source of quenching the intellectual quest of students to transform them into lifelong learners and innovators. Our College Library is fully equipped and automated with required number of books, journals, magazines, newspapers, e-books/subscriptions, internet & ICT facilities etc. with proper seating arrangement.

2.4 Teacher Profile and Quality

2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years

Response: 72.2

2.4.1.1 Number of sanctioned posts year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
64	56	53	48	56

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document

2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 87

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
34	34	37	33	36

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The College has a set mechanism of internal/external assessments for all UG and PG programmes as per the norms and guidelines of affiliating Kurukshetra University, Kurukshetra. The students are evaluated in each semester based on their performance in internal assessment and external assessment viz. semester-end examination and seminars & practical examination, wherever applicable, in each paper. The students are made aware of this system/mechanism of assessment on the commencement of new academic session especially in the Orientation Programme organized by the College for new entrants.

- As per the University norms, internal assessment carries 20% marks and external assessment carries 80% marks in each paper. The subject teacher ensures the completion of work regarding 20%

marks of internal assessment while University takes care of 80% marks of external assessment.

- For internal assessment, the college adheres to the policies of continuous assessment. The students are required to submit two handwritten assignments in each subject along with a compulsory class test in accordance with the guidelines of Kurukshetra University, Kurukshetra. In addition, attendance in the class is an important component for internal assessment of the students.
- The assignments are taken in the form of hard copy and after evaluation, the students are made aware of their marks and further scope of improvements. The class tests are conducted by the class teachers and are distributed among the students after evaluation. This mechanism of continuous assessment also enables the teachers to differentiate between the slow and advanced learners; so that they can calibrate their teaching methodologies on a continuous basis to suit their respective aptitudes.
- As our college is affiliated to Kurukshetra University Kurukshetra, the external assessment related work like scheduling of examination, question paper setting, the conduct of examination, evaluation of answer sheets and declaration of results is done by the University. The college works as an examination centre for students. For practical examinations, the University appoints external examiners who work with the ancillary support of the internal examiners. The overall external assessment system is transparent, efficient and student-friendly.
- The College also has a completely transparent Grievance handling mechanism regarding internal/external assessment through University Affairs Committee. Any query or doubt regarding assessment is entertained and sorted out by University Affairs Committee in time-bound and efficient manner in co-ordinance with the concerned teacher in-charges or University exam branch viz.
 - If a student is not able to appear for class test due to medical or any other genuine reason, re-examination is conducted for that student as per norms.
 - The internal assessment given to each student of the college is displayed on the college Notice-boards at the end of each semester.
 - With reference to external evaluation, if the student scores less marks than expected, he/ she can apply for re-evaluation of his/ her answer-sheet after paying the prescribed fee to the University exam branch as per norms.

Needless to mention, that all these contribute significantly in increasing the level of transparency and robustness of the internal/external assessment process.

2.6 Student Performance and Learning Outcomes

2.6.1 Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

The learning effectiveness of any programme and course depends on the Programme Outcomes (POs) and Course Outcomes (COs). The college has developed its POs and COs taking into consideration the mission and goals of the programmes and courses. For all the undergraduate and postgraduate programmes, the POs and COs are drafted following discussions with all the stakeholders. The programmes offered by the College cater to multiple interests of the student community and also at building the human capital needed by the society and nation. The programme outcomes and course outcomes primarily aim at imparting

knowledge and skills which is critical for building students' competence and personality. There is also an emphasis on holistic development of the students as the learning outcomes focus on imparting values and ethics and enhancing their interpersonal and communication skills.

These POs and COs have been displayed on the college website to facilitate access to various stakeholders including the students and teachers. These course outcomes are also communicated to the students in the classes by respective teachers. The teachers plan their teaching lessons in accordance with these learning outcomes. The teachers relate these outcomes with the sub-topics of the syllabi and accordingly provide the background information, the current development and the present job scenario concerned with them. The students are also informed about the opportunities available in the specialized fields related to the course which they can pursue for their post-graduation or later on for research. Not only this, these outcomes are the guiding percepts for the counseling of students by the teachers in their free periods.

The learning outcomes followed in the college are not merely course specific but also equip students with a prowess to stand on their own with a conviction during critical phase of their life. Different designated cells are also involved in making students aware about these broader outcomes through different activities, celebrations and extension lectures.

File Description	Document
Provide Link for Additional information	View Document

2.6.2 Attainment of POs and COs are evaluated. Explain with evidence in a maximum of 500 words

Response:

The evaluation tools and processes used for measuring the attainment of each of the Program Outcomes (POs) and Course Outcomes (COs) are as follows:

- The evaluation of attainment of POs and COs is primarily made on the basis of the performance of the students in summative and formative assessments in the courses. The summative assessment is made through the semester-end examination of the affiliating university and counts 80% of the assessment in a course. The other 20% of weightage for internal assessment is used not only for the formative assessment of the student, but also for assessment of the course outcome. The knowledge and skills aimed for the course outcomes are assessed through the semester examination along with a process of continuous internal evaluation that includes home assignments, group discussions, seminar presentations, quizzes etc. throughout the semester. Learning outcomes of the students are regularly monitored by their respective departments and appropriate remedial measures are taken for desired course outcomes. Moreover, the departments assess the program specific outcomes after semester results and chalk out desirable interventions to achieve better outcomes.
- Value-based social sensitivity of students is developed and assessed through their active involvement and participation in co-curricular and extra-curricular activities viz. sports and cultural activities, NCC and NSS programs, departmental activities, study tours, industrial visits etc. These are the integral part of regular studies and make teaching-learning more rationale and effective. An appreciable number of prize winners every year in various such activities viz. Science Exhibition, Youth Festival, and other State and University events also indicates the success of learning

outcomes.

- Selections in various Recruitment Drives in every academic session are a pointer towards the employability of the students and therefore the success of learning outcomes.
- Positions of our students in the University results validate the stipulated learning outcomes.
- Increasing number of admission-seekers to the institution indicates the realization of the envisioned learning outcomes.
- The attainment of learning outcomes is also assessed through the student-progression record of alumni of the college.

File Description	Document
Provide Link for Additional information	View Document

2.6.3 Pass percentage of Students during last five years (excluding backlog students)

Response: 52.76

2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
211	387	412	123	110

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
492	407	465	497	495

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process**Response:**

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 0

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

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00

File Description

Document

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Within constraint resources, the College has created an ideal ambience for innovations, Indian Knowledge System and creation & transfer of knowledge. Some of the initiatives are as follows:

Ecosystem for Innovations

- Our College has established an “Entrepreneurship Development Cell and Incubation Centre” for the aspiring entrepreneurs of the College. The students under Incubation Centre have started a venture with the name of “Foody Pay” wherein they are providing an online platform for ordering food and groceries. The College also organizes workshops, seminars and extension lectures to enhance the Entrepreneurial Skills of the students
- IQAC of the College organized a One Day National Seminar (Webinar) on Intellectual Property Rights in Higher Education on 23rd Jan, 2021 where 251 participants across the country participated.
- The College through its Advisory Council and IQAC guides and motivates its faculty members to enhance their research skills through participation in research-oriented activities like attending Conferences, Seminars, Workshops etc. and publication of research articles in reputed Journals of National and International Significance.
- Science Exhibition is a regular feature of the College which gives platform to the students to

exhibit their practical skills in the form of working models/projects. The students of the College have bagged various positions in Inter-District and State Level Science Exhibitions.

- The College has established Vermicomposting Plant for Biodegradable Solid Waste Management in co-ordination with Zoology Department and Scientists from Krishi Vigyan Kendra, Damla (Yamuna Nagar) in March, 2021

Indian Knowledge System

- The College offers various courses viz. Hindi, English, Punjabi, History, Political Science, Music (Instrumental) etc. to make the students familiar with their cultural roots and heritage. Moreover, the Subject and Literary societies of these courses organize various activities to sensitize the students about Indian Knowledge System.
- The College organizes and celebrates various festivals, events and ceremonies/ days with great enthusiasm to promote Indian traditions and culture.
- The students of the College participate in various cultural programmes (District and University Level) and camps (District, State, National and International Level) to acquaint with various Indian cultures and traditions.

Other Initiatives for Creation and Transfer of Knowledge

- The students are taken for Excursion and Educational Tours, Industrial visits etc. in order to have practical knowledge of their subject and social life as well.
- The College through its Cells/Committees/Clubs contributes in spreading of awareness in the society on various social issues by way of Rallies, Nukkad Nataks, Skits, Camps etc.
- The eminent Resource Persons from various departments and organizations are invited in the College to interact with the students and share their valuable experiences of their respective fields and life. These talks always prove helpful to the students in resolving their problems and creation of new ideas.
- The College has a well-equipped E-Resource Lab where students can use technology to enhance their technical and soft skills.
- The College has various established Memorandum of Understanding (MoU) for exchange and sharing of knowledge & resources.
- The College also has a well-established Museum of Life Sciences and Botanical Gardens to make the students acquainted with practical knowledge.

File Description	Document
Upload Additional information	View Document

3.2.2 Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 19

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during

last five years

2021-22	2020-21	2019-20	2018-19	2017-18
04	05	00	06	04

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards**3.3.1 Number of research papers published per teacher in the Journals notified on UGC care list during the last five years****Response:** 0.35**3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
05	01	00	10	9

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Link to re-directing to journal source-cite website in case of digital journals	View Document
Links to the papers published in journals listed in UGC CARE list or	View Document
Institutional data in the prescribed format	View Document

3.3.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**Response:** 0.15

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
4	1	0	4	2

File Description	Document
List of chapter/book along with the links redirecting to the source website	View Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document

3.4 Extension Activities

3.4.1 Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

The College follows the practice of organizing various extension activities through its various Cells/Clubs/Committees to promote college-community association and to sensitize the students towards community needs to bring communal transformation in the surrounding rural communities.

Impact of extension activities in the neighbourhood communities

The National Service Scheme (NSS), National Cadet Corps (NCC), Youth Red Cross (YRC) Unit, Women Cell, Beti Bachao, Beti Padhao Club, Eco Club, Legal Literacy Cell, Road Safety Club of the College are actively involved in the social activities. These clubs, by way of organizing various Camps, Rallies, Nukkad Nataks, Extension Lectures, Talks and Competitions create awareness among our students and community on various social issues and problems like Pollution, Deforestation, Women Empowerment, Education, Health, Water Conservation, Cleanliness and Hygiene, Drug Addiction, Blood Donation, Road Safety and Financial Literacy etc. Volunteer-students from these clubs and committees actively participate in various social activities on/off the campus. Some of the landmarks achieved by the College in this context are:

- Annual organization of NSS Camps in the nearby villages of the College on various social issues like cleanliness, hygiene, girl education, water conservation and financial literacy etc.
- Regular Blood Donation Camps by the College
- Regular Medical and Dental Health Check-up Camps
- Workshops on Financial Literacy and Digitalization for both staff and students

- Adoption of Orphanages and Old Age Homes
- Regular Tree Plantation Drives on/off the campus
- Cleanliness Drives on/off the campus
- Rallies to create awareness on social issues
- Nukkad Nataks to create awareness on social issues
- Awareness Camps on various Social Issues

As a result, the villagers have learned the significance of the Cleanliness, Public Hygiene and Good Eating Habits. The camps and awareness programmes have improved their understanding of various social issues.

Impact of extension activities in sensitizing students to social issues and holistic development

Being established in a rural area, the College fulfils its responsibility for shaping its students into responsible citizens of the country by making them aware of social issues. The College makes the students aware of the significance of social issues like Conservation of Water, Voting Rights, Swachh Bharat Abhiyan, Environmental Pollution, Personal Health and Hygiene, Road Safety, AIDS, Awareness Rallies etc. The students become a part of several social activities like Tree Plantation, Blood Donation Camps, Thalassaemia Testing and Blood Group Check-Up, Oral Health Check Up Camps and further take initiatives to spread the message and practices in their family, neighbourhood and the surrounding community. The College also organizes various activities/training workshops for students to improve their analytical abilities, critical thinking, problem solving, and decision making skills for their holistic development.

These extension activities not only help in sensitizing the students to the various social issues and social responsibilities, but also groom them into disciplined, responsible and patriotic citizens leading to Holistic Development.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2 Awards and recognitions received for extension activities from government / government recognised bodies

Response:

The various Awards and Recognitions received for Extension Activities are as follows :

Name of the Activity	Name of the Award/ Recognition	Name of the Awarding Government/ Government recognised Bodies	Year of Award
NSS Unit	Award of Recognition	Kurukshetra University, Kurukshetra (affiliating	2017-18

		University)	
Women Cell	Overall Running Trophy on the occasion of International Women Day	Hindu Girls College, Jagadhri (Yamuna Nagar)	2017-18
NSS Unit	Award of Recognition	Gram Ganauli Panchayat, (Yamuna Nagar)	2017-18
NSS Unit	Award of Recognition	Gram Chhachhrauli Panchayat, (Yamuna Nagar)	2018-19
NSS Unit	Award of Recognition	Gram Chhachhrauli Panchayat, (Yamuna Nagar)	2019-20
NSS Unit	Award of Recognition	Gram Ganauli Panchayat, (Yamuna Nagar)	2021-22

File Description	Document
Upload Additional information	View Document

3.4.3 Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 173

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
31	34	41	31	36

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document

3.5 Collaboration

3.5.1 Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 06

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

The College has a sprawling and well-laid campus spread over an area of about 10.5 acres with state-of-the-art infrastructure and facilities for curricular, co-curricular and extra-curricular activities to provide an environment conducive to the holistic growth of the students.

Classrooms, Laboratories and ICT Infrastructure

The college is committed to providing an enriching teaching-learning experience by facilitating adequate infrastructure for curricular and co-curricular activities viz.

- Classrooms = 24 allotted as per time-table.
- Laboratories = 14 (04 Computer Labs, 02 Chemistry Labs, 02 Physics Labs & 01 Dark Room for Physics, 01 Zoology Lab, 01 Botany Lab, 01 Botany & Zoology Herbarium & Museum, 01 Music (I) Lab & 01 Soft Skills/ E-Resource Lab) allotted as per time-table to the students in the group of 15-20. All labs are well-equipped with necessary experimental facilities and are upgraded regularly.
- Lecture Theatres (LTs) = 04 (out of which 01 has Smart Class facilities and 01 has Virtual Class facilities)
- A web-based Learning Management System (LMS) for managing various teaching activities like assigning tests, assigning supplementary resources for reading, assignments etc.
- Dedicated Internet Lease Line (35 mbps) with LAN/Wi-Fi networking to various computer systems for academic as well as administrative works
- A fully equipped and automated Central College Library
- Facilities for co-curricular activities viz. Seminar Hall with ICT facilities, Conference Room with VC facilities, Collar Mike facility, Botanical Gardens, Women Cell, Legal Literacy Cell, Placement Cell etc.
- Girls Common Room equipped with Health & Hygiene facilities like First Aid Box and Sanitary Napkins. Sanitary Napkin Incinerators are also installed in the Girls Washrooms for disposal of sanitary pads and other necessary things.
- A modern and spacious Canteen to cater to the needs of the students and staff at reasonable rates
- Facilities to meet the requirements of the differently-abled persons (divyangjan) viz. ramps, divyangjan-friendly toilets etc.

Facilities for Cultural and Sports activities, Gymnasium and Yoga Centre

Keeping in view the importance of sports, yoga and cultural activities, the College offers immense

opportunities and resources to the students. Every year College organize various events/activities/competitions viz. Annual Athletic Meet, Talent Search Competitions, Exercise and Yoga Workshops etc. and the students selected through these activities/competitions participate in various inter-college and university level tournaments and youth festivals. The college has following facilities for sports, games and cultural activities:

- A Playground with two stages, athletic track of 200 m and facilities for outdoor games like Handball, Kho-Kho, Athletics, Volleyball, Kabaddi etc.
- A Multipurpose Hall with Indoor Sports Complex having facilities for Badminton, Table Tennis, Yoga, Judo, Wrestling, Carom Board, and Chess etc.
- A Gymnasium Hall with facilities like Multi-Gym, Multipurpose Bench, Motorized Vibrator, Exercise Cycle, Shoulder Press, Dumbbells, Olympic Rods and Plates etc.
- A Dispensary with essential medicines for the First Aid purpose
- A Music Room with adequate musical instruments
- Multi-purpose Mats for Judo, Wrestling, Gymnastics etc.
- Cricket Mats
- Sound system for organizing various events/activities/workshops/functions
- Ample space for various extra-curricular activities viz. NSS camps, routine NCC drills, Women Cell Workshops viz. Yoga, Self-defense, Aerobics and Zumba Workout etc.

4.1.2 Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 21.49

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
5.72909	120.46000	7.32827	7.31172	6.85782

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated with digital facilities using Integrated Library Management System (ILMS),

adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The College has a central well-stocked, well-equipped and automated Library which keeps and issues the books to the staff and students. The College receives Grant from the Department of Higher Education, Haryana, Panchkula every year for updation and augmentation of the Library. The College has Library Committee who takes care of utilization of this Grant with active consultation of various departments in the College. The various infrastructure and facilities available in the College Library are:

- The library is automated using SOUL 2.0 – an Integrated Library Management System (ILMS) software since 2014.
- At present, the Library has 8125 books, 05 daily newspapers (04 Hindi & 01 English) and subscription to Employment News (weekly) & various magazines (monthly) viz. Drishti Current Affairs Today (English), Drishti Current Affairs Today (Hindi), Pratiyogita Darpan (English), Pratiyogita Darpan (Hindi), Samanya Gyan Darpan and Success Mirror.
- The library has 02 Reading Halls (Hall-1 of size 45 X 40 and Hall-2 of size 20 X 14) with the seating capacity of 60 students.
- The library has necessary IT infrastructure facilities like Computer Systems, Printer-cum-scanner, Photocopier, Barcode machine, Barcode printer, Online UPS with Internet & Wi-Fi facility.
- Our library facilitates access to e-contents on various subjects/ topics through 8-TB Hard-disk. Computer Systems have also been provided in the library to access this information.
- Our library is a member of the N-LIST consortium of INFLIBNET. Login details has been given to the users to access N-LIST e-resources at remote places and also through free Wi-Fi access in the library premises.
- Our library also has subscription for Kurukshetra University Research Journal (Arts & Humanities) and Journal of Haryana Studies.

The faculty of the college visit the library regularly. The students are also motivated to visit and avail the maximum benefit of the library for preparing assignments and for their general academic growth.

File Description	Document
Upload Additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection *Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words*

Response:

Government College, Chhachhrauli is pro-active in providing various IT resources and facilities to its staff and students for academic as well as administrative works of the College. Presently the college has

following IT resources and facilities:

- Four Computer Laboratories for necessary curricular experimentation purpose of students. The laboratories also have LAN/Wi-Fi, Internet and online UPS facilities with adequate furniture.
- One Soft skills/ E-Resource Laboratory to provide exposure to students in language learning. The Laboratory has 20 all-in-one PCs with headphones for students and one 60-inch Digital Board with 01 all-in-one PC, e-learning software, Visualizer and sound-bar for demonstrator. The lab also has LAN, Internet, split AC and online UPS facilities with adequate furniture.
- One Virtual Classroom for online learning environment that allows the students and teachers to communicate, interact and collaborate. It has one 80-inch screen along with digital podium including all-in-one PC, VC facilities and adequate furniture.
- One Smart Classroom for improved teaching-learning experience. It has one 60-inch Digital Board with Biometric System, 01 mini PC, Visualizer, sound-bar, 1KVA UPS and adequate furniture.
- One Seminar Hall with digital podium including all-in-one PC, split ACs and adequate furniture for various co-curricular activities.
- One conference room with video conferencing facilities and adequate furniture for various office meetings and discussions.
- IT facilities viz. Computers, Printers, LAN/Wi-Fi networking, Internet etc. are provided in various college offices.
- One fully equipped and automated Central College Library with necessary IT infrastructure facilities like Computer Systems, Printer-cum-scanner, Photocopier, Barcode machine, Barcode printer, Online UPS, Internet & Wi-Fi facility. The library also has e-contents and e-subscriptions.
- Adequate Internet facility for students and staff. Presently, the college has 35 mbps Dedicated Internet Lease Line with LAN/Wi-Fi networking to various computer systems.
- Classroom teaching using chalk and board is also blended with use of ICT tools viz. projectors, digital boards etc. to deliver power point based lectures to the students. The students are also encouraged to use online resources such as available content on YouTube, SWAYAM PORTAL as well as other learning sites to inculcate Self-learning among the students.
- The College website i.e. www.gcchhachhrauli.ac.in is an important IT-based interface to provide transparent, efficient and effective service to all the stakeholders. All key information about the courses and learning outcomes, the faculty, the infrastructure & facilities, the code of conduct, the grievance redressal structure etc. is available on the website.
- The college also makes use of e-governance in multiple areas viz. Intra Haryana, HRMS, MIS & LMS Portals for administration, HR Treasuries Portal for finance and accounts, Online Admissions, ERP, Scholarships, Examinations Portals for student admission and support, GeM Portal for purchase etc.

At Government College Chhachhrauli, an optimum utilization of IT Infrastructure is made in academics as well as in administration. The IT infrastructure of the college is regularly updated in accordance with the emerging needs. Proper purchase and maintenance of IT Infrastructure is taken care of through various committees.

File Description	Document
Upload Additional information	View Document

4.3.2 Student – Computer ratio (Data for the latest completed academic year)**Response:** 21.38**4.3.2.1 Number of computers available for students usage during the latest completed academic year:****Response:** 78

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document

4.4 Maintenance of Campus Infrastructure**4.4.1 Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)****Response:** 77.17**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
80.55950	59.65734	118.91474	82.25380	189.07982

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 54.15

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
845	773	753	925	1014

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.1.2 Following capacity development and skills enhancement activities are organised for improving students' capability

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document

5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 0.38

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
17	7	1	1	4

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4 *The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases*

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2 Student Progression

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 21.4

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
89	80	39	25	33

5.2.1.2 Number of outgoing students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
211	387	412	123	110

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 0.61

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2021-22	2020-21	2019-20	2018-19	2017-18
2	3	1	0	0

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document

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 last five years

Response: 25

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
09	07	02	03	04

File Description	Document
list and links to e-copies of award letters and certificates	View Document
Institutional data in the prescribed format	View Document

5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 11.2

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
10	03	16	13	14

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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

Response:

There is no registered Alumni Association of the College. However, the College has an Alumni Committee, which remains in touch with the alumni of the College. The College has its alumni network in various fields viz. Teaching, Banking, Pharmaceutical, IT, Entrepreneurs, Police, Army, Private/Corporate Sector etc. and contributing to the society manifold. The College is connected with its alumni by way of

the following:

- Alumni Meets are organized by the College since 2016. The first Alumni Meet was organized on 19.03.2016 followed by 02.03.2019 and 23.12.2022. It provides a platform to interact with the alumni to understand their perspective about the College.
- The college takes regular feedback from the alumni on various aspects of institutional life which helps in devising the roadmap and perspective plan for the future.
- Alumni are invited to the college as resource persons/speakers/guests in various events and workshops (viz. Blood Donation Camps, NSS Camps, Placement Cell Workshops etc) for sharing their experiences with the current batch students and to motivate the students to achieve their goals. The College also acknowledges the achievements of its alumni by felicitating them with awards in such events and workshops.
- The College had also organized a placement drive for its alumni in the Session 2020-21 in which alumni from the B.Sc. faculty of the College were placed in the reputed company – IOL Chemicals and Pharmaceuticals Ltd, Ludhiana (Punjab).

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 *The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.*

Response:

The College is committed to providing high-quality and value-based education to the students of surrounding areas as reflected in the Vision and Mission of the College. To achieve this, the College is continuously working towards improving its academic environment and developing a habit of lifelong learning among students by co-curricular and extra-curricular activities. The various practices in different areas are as follows:

- **NEP Implementation:** The College being affiliated to Kurukshetra University, Kurukshetra follows the curriculum of its affiliating university in letter and spirit and is committed to implementing NEP, 2020 as and when implemented by the Parent University. However, the staff members of the College are being trained for adoption and implementation of NEP, 2020 through various training, workshops, Short term Programmes (STPs) etc. Moreover, an NEP corner has been setup in the College Library that gives access to the NEP 2020 policy document for information and knowledge to all the staff members and students.
- **Sustained institutional growth:** It is the responsibility of every institution to provide sustainable solutions to the problems of the society. Our college is continuously working in this direction. Our College is eco-friendly where Solar panels, Vermicomposting and Rain-water Harvesting systems are working that promise a sustainable future to the students. The staff and the students work enthusiastically to sensitize the community about various social and sustainable environment issues through Rallies, Nukkad Nataks, Skits, Cleanliness & Plantation Drives, Blood donation Camps and other activities. The College has various cells and committees which are working towards the inclusive, holistic and sustainable growth of the institution.
- **Decentralization, participation in the institutional governance:** The College follows a decentralized and participative mode of governance through the comprehensive system of annual Cells/Committees/Clubs. The College has around 65 annual Cells/Committees/Clubs viz. College Council, University Affairs Committee, Library Committee, General Purchase Committee, Time Table Committee, Women Cell, NSS, NCC etc. These Cells/Committees/Clubs work independently for their allotted work under the over-all supervision of the Principal. They are free to innovate about their activities within the broader limits to make them fruitful for students in real sense. The students' representatives are at the helm of the organization of these activities under the overall guidance of the concerned teacher in-charges. They are actively involved in planning, arrangement, conduct and reporting of events.
- **Institutional Perspective Plan:** College develops and implements an effective Institutional Plan to achieve its Vision, Mission and Goals.
 - The IQAC ensures preparation of well-planned annual Calendar well integrated with co-curricular and extra-curricular activities.
 - The planning of expected expenditure to ensure the growth of the College in terms of Physical infrastructure, IT resources, e-resources etc.

- The institution is gradually planning for successful implementation of NEP, 2020. For the purpose, a special committee has been set-up in the College
- The College through its plans is continuously striving to achieve its Vision and Mission through inclusive and holistic growth of its staff and students with the help of research-based and extension activities

6.2 Strategy Development and Deployment

6.2.1 The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

The College is a Government-run higher education institution and has a well-organized structure of human resources, appointments, service rules and deployment of institutional plans as per the details mentioned below:

- **Policies and Administrative Setup:** The Principal is the academic and administrative head of the College who works as per the policy guidelines of Department of Higher Education, Haryana, Panchkula and affiliating Kurukshetra University, Kurukshetra. In the light of these policy guidelines and the vision and mission of the College, the Principal functions with the active consultation and support of College Council, Bursar, Internal Quality Assurance Cell (IQAC), Department In-Charges, Committee Conveners, Deputy Superintendent etc. The Principal also convenes regular staff meetings to ensure participation of all the staff members.
- **Appointments, Service Rules and Procedures:** Regular appointments in the College are made by Haryana Public Service Commission (HPSC) for teaching staff and Haryana Staff Selection Commission (HSSC) for non-teaching staff. Promotion of these teaching and non-teaching staff is based on the rules of the UGC and Department of Higher Education, Haryana, Panchkula. The service rules of the Principal, teaching and non-teaching staff are determined by Haryana Civil Services Rules - 2016 (HCS-2016) framed and implemented by the Government of Haryana. Extension Lecturers are engaged to meet the unmet teaching workload in the college according to the revised and latest policy of March 4, 2020 issued by Department of Higher Education, Haryana, Panchkula. Computer Instructors and Computer Attendant were engaged by Department of Higher Education, Haryana, Panchkula for Compulsory Computer Education in the College according to the Policy of 2011 for the same. Manpower/employees were engaged as per the Haryana State Outsourcing Policy Part-I and Part-II. Now, the manpower engaged through Service Providers/ Outsourcing Agencies as per the Haryana State Outsourcing Policy Part-I have been shifted to Haryana Kaushal Rozgar Nigam (HKRN) in compliance the State Government Policy. For assistance in office work, ITI pass-out students are engaged as apprentices as per guidelines laid down by the State Government.
- **Deployment of Institutional Strategic/ Perspective/ Development Plan:** Being a Government-run college, most of the plans are formulated by the Directorate of Higher Education, Haryana. However, as per the changing needs and aspirations of its students and other stakeholders, the Principal, College Council and IQAC formulate the various strategic, perspective & development plans and proactively work towards deployment of these plans. This includes:

- Framing of the Academic Calendar, Lesson Plans and Learning Outcomes at the commencement of every academic session and uploading the same on the College Website for ready reference of all stakeholders
- Formulation of broad guidelines for academic, cultural, sports, Community works and other activities.
- Upgradation of Laboratories, Computer Facilities and Computerization, ICT based infrastructure, Sports, Cultural infrastructure etc.
- Organization of various trainings, workshops, seminars, conferences, faculty development programmes etc. for staff and students.
- Promotion of ICT tools and other teaching techniques among students and faculty.
- Analysis of Feedback collected from various stakeholders to improve the teaching-learning process.
- Establishing linkage with Alumni of the College

File Description	Document
Provide Link for Additional information	View Document

6.2.2 Institution implements e-governance in its operations

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document

6.3 Faculty Empowerment Strategies

6.3.1 The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

Welfare Measures: Being Haryana Government maintained Institution, the College has provision for following welfare measures for teaching and non-teaching staff as per Haryana State Government norms.

- **Pension Benefits:** The staff appointed prior to 01.01.2006 are eligible for pension benefits on retirement. The staff appointed w.e.f. 01.01.2006 are covered under New Pension Scheme. GPF/ NPF, Gratuity and Leave Encashment are availed by retiring staff members
- **Medical Reimbursement and Leave:** Medical bills of the indoor treatment of the regular staff members and their dependents are reimbursed. 10 days of medical leave with half pay only for regular non-teaching staff members.
- **Maternity Leave and Child Care Leave (CCL):** The female staff is entitled for paid maternity leave of 180 days for first two children. They are also entitled for paid Child Care Leave (CCL) for a period of maximum 2 years or 730 days for their children up to the age of 18 years or passing 10+2 examination whichever is earlier.
- **Paternity Leave:** The male staff is entitled for paid paternity leave of 15 days.
- **Leave Travel Concession (LTC):** There is a provision of one month's salary (Basic Pay + DA) in lieu of LTC once in a block of four years.
- **Casual Leaves/ Restricted Holidays:** There is a provision of casual leaves and Restricted Holidays.
- **Earned Leaves:** Ten days of earned leaves per year for regular staff members (monetized to a maximum of 300 days on superannuation)
- **Children Education Allowance:** Regular employees are granted an amount of Rs. 1125/- per month per school-going child up to the age of 18 years or passing 10+2 examination whichever is earlier
- **Group Insurance Scheme:** Each regular employee is covered under Group Insurance Scheme (GIS).
- **Loan:** Loan for the purchase of Scooter/Car/Computer and House Building Advance (HBA) is granted as per Government fixed interest rate (generally lower than market rates) revised time-to-time.
- **Wheat Advance (for Group-D staff only):** An interest-free Wheat Advance is admissible to Group-D employees.

Performance Appraisal System: The performance appraisal of all employees is carried out by the Department of Higher Education, Haryana as per the UGC/ Haryana Government guidelines.

- Teaching staff members are assessed through Annual Confidential Reports (ACR) in terms of Teaching Performance, Teaching Methodology, Professional Progress, Contribution to College Life etc. Besides, they are also appraised through a minimum API Score for promotion to the successive levels of the grade pay under the CAS scheme of UGC/ Department of Higher Education, Haryana.
- Non-Teaching Staff members are assessed through the Annual Confidential Reports (ACR) duly approved by the Principal of the college.

Avenues for career development/progression: Various avenues for career development/progression include in-service trainings, continuing education etc. as follows:

- Regular teaching staff can avail Study Leave under Faculty Improvement Program (FIP) of UGC once in the span of their career to pursue higher studies/ research interests.
- Duty Leaves to attend Seminars, Conferences, Trainings, Workshops etc.
- Mandatory Orientation Programmes, Refresher Courses, Short Term Courses (STC) etc.
- Access to e-resources like N-List containing various e-Journals and e-books for academic and research growth

6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years**Response:** 6.5**6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
03	03	06	01	00

File Description	Document
Institutional data in the prescribed format	View Document
Audited statement of account highlighting the financial support to teachers to attend conferences / workshops and towards membership fee for professional bodies	View Document

6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**Response:** 19.23**6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
14	16	12	9	4

6.3.3.2 Number of non-teaching staff year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
17	18	19	16	16

File Description	Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Our College is a Government establishment and in financial matters it is governed by the general rules and regulations framed by the Finance Department of Government of Haryana and the policy guidelines issued by its parent Department i.e. Department of Higher Education, Haryana. The main source of funding of college is the Grants provided through Higher Education Department of Haryana and the Funds/Fees collected from the students. The Grants are allocated for different purposes such as salary, remuneration, office expenses, medical reimbursement, travel expenses, LTC, conduct of various co-curricular/extra-curricular activities, up-gradation of infrastructural and laboratory facilities, purchase of library books, maintenance and enhancement of ICT facilities, addition of new infrastructure and other related activities. The budget is allocated by the Department of Higher Education, Haryana in accordance with the requirements of the College and broader policy parameters of Government of Haryana. The College ensures proper utilization of the resources (Grants and Funds) through combined efforts of Principal, Bursar, Conveners of concerned committees and the staff members of college.

There is an internal mechanism for supervision of college expenditure and financial transactions. There is an earmarked finance officer known as Bursar in the college. A senior faculty well-versed in financial rules and regulations holds the charge of Bursar. This is a very effective mechanism as no financial transaction is made without the approval of this authority. He keeps a good vigil on different heads of expenditure and ensures that the income is credited in and expenses are made strictly from the assigned head. He advises the Principal about the financial record keeping and ensures the fidelity of financial accounts. The regular surveillance by this internal finance officer is very effective in ensuring that all financial transactions are made in accordance with government rules and regulations and in minimizing the objections to be raised by the team of auditors.

Besides this, there is a well set mechanism for periodic external audit of financial transactions. The external auditors examine records thoroughly to check the veracity of facts, to oversee strict compliance of financial rules and procedures and to ensure responsibility of college administration. There are two broader categories of financial resources, firstly, government grants from the Department of Higher Education and secondly, funds and fees collected from the students. The audit of grants has been conducted by auditors from the office of Principal Accountant General, Haryana in 2016. The audit of college funds has been conducted by the auditors of Director, Local Funds, Finance Department of the Government of Haryana in 2014. The college ensures the compliance of the directions/ advice given by the Audit Party after conducting audit of the college accounts.

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

Internal Quality Assurance Cell (IQAC) is a significant administrative body of the institution framed with an objective to maintain quality benchmarks in the College. The IQAC regularly conducts its meetings to assess the college activities and facilities, and suggests the areas of improvement. The college has following academic and infrastructural improvements following the suggestions by IQAC:

For Teaching-Learning Process:

- Formulation of periodic guidelines for Curricular, Co-curricular and Extra-curricular activities
- Formation of Mentor-Mentee groups and conduct of their regular meetings.
- Arranging Remedial Classes/ Doubt clearing classes for slow learners
- Introduction of new courses viz. M.Com. and M.Sc. Computer Science (Software) from the Session 2021-22 and Value-added Certificate Courses in Creative Writing, Entrepreneurship, Banking & Insurance, and Cyber Security from the Session 2020-21 to provide academic diversity to students
- Participation of the College in the Gradation Framework PRaYAAS (Performance Rating Yardstick for Academic Audit Standards) conducted by the Department of Higher Education, Haryana, Panchkula in the Year 2019 and Year 2023. In PRaYAAS 2019, the College was awarded B+ Grade; however, the result of PRaYAAS 2023 is still awaited
- MoUs signed with various agencies viz. Reap Benefit Foundation (a trust registered with Government of Karnataka), Sanatam Dharma College, Ambala Cantt, Saraswati Sugar Mills Ltd, Yamuna Nagar, Government College, Aharwala (Bilaspur), Yamuna Nagar etc. to enhance teaching-learning experience and promote quality initiatives in higher education
- Organization of various Seminars, Conferences, Faculty Development Programmes, etc.
- Establishment of an Entrepreneurship Development Cell in 2022 to assist the aspiring entrepreneurs in the college
- Lauds the meritorious students and good performance of the staff every year in its meetings
- Ensuring eco-friendly campus conducive to studies
- Analysis of Feedback collected from various stakeholders to fill the gaps in teaching-learning process
- Establishing linkage with Alumni of the College by way of Alumni Meets and Social Media Connections

For Infrastructural Facilities

- Addition of a new four-storeyed Academic Block with the approximate cost of Rs. 11,36,00,000/- to the College campus in 2019 which provided a major boost to its infrastructural development. Now this rural college has enough infrastructure for approximate two thousand students.
- Establishment of Gymnasium Hall, Central Water Purifier System, Augmentation of Computer Labs and Sports Facilities etc. from various Special Discretionary Grants received from Haryana Government in the period 2014-2022.

- Establishment of the Vermicomposting Plant in March, 2021 by Zoology Department of the College and scientists from Krishi Vigyan Kendra, Damla (Yamuna Nagar) for the management of various types of degradable waste. At present the College is utilizing this plant to convert plant waste and selected food waste from canteen to recycle it into organic manure which is used in College gardens to improve growth and fertility of plants
- Addition of 05 modern Rain-Water Harvesting Systems in 2022 through Saraswati Sugar Mills Ltd, Yamuna Nagar under their CSR initiative for Water Conservation
- Installation of Solar Rooftop Power Plant in the College for renewable energy management of the cost Rs. 1,07,96,000/- through HAREDA (Haryana Renewable Energy Development Agency) is in process

6.5.2 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented
- 2.Academic and Administrative Audit (AAA) and follow-up action taken
- 3.Collaborative quality initiatives with other institution(s)
- 4.Participation in NIRF and other recognized rankings
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.

Response: B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years. Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Promotion of Gender Equity and Sensitization

The College is a co-educational institution with the ratio of boys and girls almost equal. The Institution is committed to provide equal opportunity to its staff and students without any gender discrimination viz.

- The College gives equal opportunities to both the genders to participate in various academic, cultural, sports and extra-curricular activities.
- The College has ensured the gender equality in the representation of Women in various important College Positions like Office Registrar, State Public Information Officer (SPIO), AISHE/RUSA/HRMS Nodal officer, Stage Secretary, Public Relations Officer, Placement Cell Convener, Library Convener, Legal Literacy Cell Convener, Earn While You Learn Convener, Time Table/Workload/MIS Convener etc.
- Topics pertaining to Gender Equality, Gender Sensitivity, Women Entrepreneurship etc. are taught as a part of curriculum in various UG and PG Programmes.
- Various Cells/Committees/Clubs of the College conduct various Gender Sensitization Programmes on topics like Gender Ratio, Equality in Education, Legal Rights for different Genders, Women Empowerment, Female Foeticide etc.
- The College provides a mentor to each student for the purpose of counseling. Apart from scheduled Mentor-Mentee meetings, the students also approach their mentors for counseling on various personal, academic and professional issues.
- Various committees are constituted in the College to ensure no gender discrimination and exploitation in the college like Anti-Ragging Cell, Anti-Sexual Harassment, Internal Compliants Committee and Grievance Redressal Cell.

Facilities for Women on Campus

The College provides various facilities for Women on Campus viz.

- The College has Women Cell and Beti Bachao, Beti Padhao Club functioning efficiently for the Empowerment of Girl students and to bring out the latent talent of the Girl students through various activities like awareness programmes, extension lectures, skill-based workshops and trainings etc.
- The College also provides various female gender specific facilities like Girls' Common Room, Counseling and Rest Room, Sanitary Napkins, Sanitary Napkins Incinerators, Disposal of Sanitary Pads, First Aid box etc.
- The College has an NCC (SW) unit of 53 girl-cadets who participate in various activities such as Shooting Camps, Self-defense Training Camps, Yoga and Meditation Camps, Adventure Camps, Mountaineering Camps, Army Attachment Camps etc. to enhance the empowerment among the girls.

- Separate YRC Girls Unit comprising 50 girl volunteers actively participating in various community service works and trainings.
- Separate Wash Rooms for female staff and girl students are available in the College ensuring complete hygiene required for the female gender.
- There is a complete Tuition Fee waiver for all undergraduate girls.
- For postgraduate courses, no Tuition Fee is charged from girls having family income below 1,80,000/- per annum.
- Girl students are provided the facility of Free bus passes with the collaboration of the Haryana Transport Department for commuting to the College.
- Female staff is entitled for paid Maternity Leave of 180 days for first two children.
- Regular female staff is entitled for paid Child Care Leave (CCL) of 730 days for upbringing and study needs of their children.
- Entitlement of 20 Casual Leaves to female employees in place of 10 for male employees at the entry level of the Job.

File Description	Document
Upload Additional information	View Document

7.1.2 The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

Response: A. 4 or All of the above

File Description	Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document

7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. Green audit / Environment audit
2. Energy audit
3. Clean and green campus initiatives
4. Beyond the campus environmental promotion activities

Response: B. Any 3 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Green audit/environmental audit report from recognized bodies	View Document

7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Institutional efforts/initiatives in providing an inclusive environment

The students of the College hail from differently placed sections of the society. There are economic, social and gender-based diversity among the students. But the College, through various efforts/initiatives, provides an environment which enhances the tolerance and harmony among the students towards different cultural, regional, linguistic, communal, socio-economic differences viz.

- The College promotes cultural and regional harmony by organizing and celebrating various festivals, events and ceremonies/days with great enthusiasm like Diwali Mela, Holi Milan, New Year, Lohri, Raksha Bandhan, Karwa Chowth, Teej, Basant Panchami, Guru Ravidas Jayanti, Dr. Bhimrao Ambedkar Jayanti, Haryana day, Hindi Diwas etc. The students also participate in various cultural programmes like NAVRANG, Zonal and Inter-Zonal Youth Festivals, Ratnawali, various regional folk music and dance (viz. Haryanvi, Punjabi, Himachali, Rajasthani etc) programmes.
- The College promotes Linguistic Harmony by the use of most prevalent languages of the area such as Hindi, Haryanvi, Punjabi and English in the College. The College has also various languages as a part of their curriculum in different courses viz. Hindi, English and Punjabi. Subject Societies of these languages organize various activities, extension lectures and competitions to sharpen the command of students over different languages. ICT tools and Audio-Visual aids are also used for the purpose.
- The College promotes communal and social-economic harmony through various activities like Blood Donation Camps, Rallies & Nukkad Nataks on various social issues, Cleanliness & Plantation Drives, Meditation & Yoga Camps, Health & Hygiene Camps, Participation in Community Development Programmes, Extension Lectures, NCC/NSS/YRC Camps, Adoption of Orphanage, Old Age Homes & nearby Villages etc.

Moreover, the unity among the diversity of students and staff serves the College as the melting pot of cultures & religion, and develops qualities of tolerance and understanding amongst students and staff of the College.

Institutional efforts/initiatives to the constitutional obligations

The College is committed to sensitizing its students and staff about the values, rights, duties and responsibilities as envisaged in the constitution. For this, the following efforts/initiatives are taken:

- The College celebrates Independence Day, Constitution Day, Voters' Day, National Unity Day, Hindi Diwas, Birth Anniversaries of different National Leaders and other such occasions that are instrumental in sensitizing students and staff about the constitutional values of India.
- The students are taught about the constitutional obligations as a part of their curriculum in different social science courses viz. Political Science, History etc. Moreover, the History Department has maintained a Wall dedicated to the Freedom Fighters of India to remind the sacrifices made by our freedom fighters in the National Movement.
- The College, through its various Cells/Committees, organize various activities like poster-making, slogan writing, debate, declamation, mock parliaments, pledge taking, expert talks etc. to spread awareness about constitution. The Legal Literacy Cell is very active in spreading awareness among students about the legal rights and duties of Indian citizens. The Women Cell organizes different gender related programmes reinforcing among students the equitable rights given in the constitution and also the related duties.

File Description	Document
Upload Additional information	View Document

7.2 Best Practices

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

Response:

1. Title of the Practice:

Women Empowerment: Wings to Women

Objectives of the Practice

- To ensure practice of Gender Equity
- To encourage enrolment of the females in Higher Education
- To help girl-students in exploring their strengths and potential
- To sensitize girl-students about Health and Hygiene Issues
- To ensure a safe environment for girl-students of the College
- To ensure an environment conducive to the overall development of their personality

The Context

The College believes that empowerment of women is a must for holistic and quality education.

The Practice

1. The College has a well-established Girls Common Room and a Women Cell Office. The female teachers always remain available in the Women Cell office in rotation in their respective vacant periods to resolve the queries, problems and grievances of the girl-students. For health issues, they can avail facility of College Dispensary and Rest Room.
2. Women Cell and Beti Bachao, Beti Padhao Club regularly organise various awareness campaigns by way of Expert Talks, Extension Lectures, and Competitions to create sensitization on gender related and gender specific issues.
3. These clubs also organise trainings, workshops etc. specifically for female students to groom their skills and give them ample scope and platform to present these skills.
4. Girl-students are encouraged to participate enthusiastically in all the curricular, co-curricular and extra-curricular activities of the College.
5. The College has an NCC (SW) unit with 53(fifty three) girl cadets who participate in various activities such as shooting camps, self-defence training camps etc.
6. Many girl-Students of the College have been nominated and awarded with *Certificates of Recognition* for their outstanding performances and contribution toward society.
7. To ensure safety of girl-students, CCTV cameras have also been installed in the College. Besides, Staff members remain on Proctorial duties to ensure the safety of girl-students and discipline.

Evidence of Success

- Female staff members and girl-students of the College have been identified as Role Models in nearby schools and institutes and have visited these schools and institutes to guide and motivate the students.
- Ms. Sujata Rani, Assistant Professor, Zoology and caretaker of NCC (SW) Unit of the College successfully completed PRCN (Pre-Commission) Course and bagged the rank of Lieutenant/ Associate NCC Officer (ANO) in 2022.
- Ms. Rishu Issar, Student of PGDCA (Batch 2022-23) was nominated to deliver a speech in the Parliament to pay homage to national leaders and secured a position among the top five speakers.
- Two volunteers got selected by International Youth Department, Chandigarh for Youth Exchange Programme to China viz. Manisha (3rd July to 10th July, 2018) and Anjali Gosian (2nd to 9th July 2019)
- An NSS Volunteer-Manisha was honoured by His Excellency Governor Kaptan Singh Solanki with Certificate of Appreciation and cash prize of Rs. 11,000/- for her outstanding performance on 11.07.2018.

Problems Encountered and Resources Required

- The girl-students of the College are from rural and poor financial background, their families (in most of the cases) neither allow nor support them for participating in activities beyond academics.
- Most of the female-students scale low on various health and fitness related parameters.
- Low fees courses required to inculcate self-employment skills for the girl-students for which the College has chalked out plan for the forthcoming session.

2. Title of the Practice:

Youth Engagement: Inspiring to Engage for a Better Tomorrow

Objectives of the Practice

- To unleash the hidden/latent potential among the youth
- To groom and furnish skills among the youth
- To make the youth socially responsible
- To create positive impact on the society with the help of youth
- To channelise their energies in the right direction

The Context

The College follows the practice of focusing on Youth-centric activities/opportunities to ensure the overall development of their personality.

The Practice

1. Participation of College NSS volunteers in the College, University, State, Zonal and National level NSS Camps and Pre-Republic Parades.
2. Participation in Youth Festivals with commendable results
3. Participation of student-volunteers in programmes and schemes of Government of Haryana
4. Organization of Regular Blood Donation Camps and Medical Health Check-up camps
5. Organization of awareness drives on different social issues by the volunteers/students
6. Formation of student-oriented clubs by student-volunteers of the College
7. Adoption of Orphanage, Old Age Homes and nearby villages by the Volunteers
8. Participation of Nollege NSS volunteers in Youth Delegation Programmes from India

Evidence of Success

- Every Year NSS Volunteers of the College are selected for University, State and Zonal Level Pre-RD Parade Trial Camps and National Integration Camps.
- The College annually conducts Talent Show and Annual Musical and Cultural Programme (Navrang) for the students.
- Our Students have participated in various District, Divisional and State level programmes like Ratanawali (Haryana Day Celebration), Forest Department programmes, Geeta Jayanti, Geeta Mahotsav, Saras Mela etc and have won prizes and Certificates of Appreciation.
- NSS, NCC and YRC Unit of the College annually conduct Blood Donation and Medical Health Check-up Camps. Besides, volunteers/ students of our college participate in the Blood Donation Camps organized by various other Agencies and Institutions .
- Volunteers/ Cadets of NCC, NSS, and YRC Units conduct awareness drives by way of Rallies, Poster Making, Slogan Writing, Essay Writing, Nukkad Natak etc. on various community based issues on/off the campus.
- College has active Student Clubs viz. Yuva Cabinet, Swachhta Club, Dance Club formed by students under the mentorship of a staff member. These students work extensively for community and social service issues.
- The Children of Balkunj Institute of Child Care, Chhachhrauli, Yamuna Nagar and Old Age persons living in the nearby areas of the volunteers were adopted by the Volunteers/Cadets of NCC, NSS and YRC units under *Earn While You Learn* scheme wherein the volunteers/cadets spent some time with them to help them during Pandemic Period.
- Two volunteers got selected by International Youth Department, Chandigarh for Youth Exchange Programme to China viz. Manisha (3rd July to 10th July, 2018) and Anjali Gosian (2nd to 9th July 2019).

Problems Encountered and Resources Required

- Reluctance of the parents/guardians of rural area students for the participation of their wards in such activities
- Lack of confidence among the students.
- Lack of conveyance facility in the College for organising extension activities off the campus.

File Description	Document
Best practices as hosted on the Institutional website	View Document

7.3 Institutional Distinctiveness**7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words****Response:**

Government College, Chhachhrauli was established with a vision to provide high-quality and value-based education to rural, underprivileged and vulnerable segments of society at a low and affordable cost to facilitate holistic growth of the students by making them self-sufficient and socially responsible citizens.

Besides providing quality education at an affordable cost to the underprivileged section of the society, contribution to **Community Works ensuring Holistic growth of the Staff, the Students and the Institution** is a unique and distinctive area where the College thrust on and outperforms.

The College seeks to outperform in the following sub-thrust areas:

- 1.Focus on Skill Development to make students self-reliant
- 2.To ensure sustainability by fulfilling social responsibility towards the sub-division where the College is located
- 3.To transform our students into socially responsible citizens

Focus on Skill Development to make students Self-reliant

The first and prime responsibility of the any educational institution is to make its students self-dependent so that they can support themselves and their family. The College fulfils its responsibility by providing such platforms, trainings, workshops and opportunities that can help in making our students self- reliant.

- 1.The College has an active Placement Cell that organizes regular career-oriented trainings, workshops and counseling sessions. In-spite of the fact that the most of the students studying in the College are from rural backgrounds and lack effective communication and presentation skills, the Placement Cell of the College provides them training to groom their personality and give them ample opportunities to participate in various on- campus and off-campus placement drives. In the academic session 2021-22, total 15 students were selected in various national and multi-national

companies with an average package of Rs. 16,000/- per month. For the academic session 2022-23, 32 students have been selected till date for placements.

2. The College through its cells, committees and clubs organize various skill-based workshops, trainings and competitions like Yoga, Dance, Marshall Art, Arts and Craft, Cooking, Personal Grooming, Personality Development, Problem Solving Skills, Life Skills, Soft Skills etc. to make our students skilled and independent.
3. Several students of the College had participated and represented the College in various District level, State level, National level and International level events. This not only enhances the confidence of the students but also provides them a platform to showcase their talents and skills.
4. One Student of our College was nominated to deliver a speech in the Parliament on 14th April, 2023 to pay homage to national leaders. By dint of her hard work and self-reliance, she secured a position among the top five speakers.
5. There is a facility for needy students who are interested in doing some work along with studies. Such students can enrol themselves for *Earn While You Learn* scheme and get financial benefit from this scheme. It helps the students to become financially independent.

Sustainability by fulfilling Social Responsibility

The premises of the College is located in a rural area and was established with an objective to cater to the needs of the rural area students aspiring to attain higher education. Realizing this responsibility, The College, since its inception, has been striving for the holistic development of the people living in the near-by areas. The College has made higher education accessible to one and all to the section deprived earlier on account of the lack of the resources. Prior to establishment of the College, the students of this area had to travel almost 20-30 km daily to reach the Institutions providing Higher Education. Most of the girl-students of the area were deprived of Higher Education just because of the non-accessibility of a higher education institution in the near-by area. Since the College is located amidst of main market and very close to main bus stand, most of the students from nearby villages can easily commute to the College. Besides, the College adheres to environment friendly practices to promote sustainable and eco-friendly culture on the campus viz. Rain Harvest Plant, Vermicomposting, Solar Panels, Smoke-free campus, ban on the use of plastics, Tree Palntation, Cleanliness Drives on/off the campus, Voluntary Community Service Camps .

Transform our students into Socially Responsible Citizens and Volunteers

Being an institution established in a rural and underdeveloped area of the State, the College, through its students, has been continuously working towards fulfilling its social responsibility towards the society and transforming the students into become a socially responsible citizens . The College has well established NSS Unit, NCC (SW) Unit, YRC Units, Women Cell and Beti Bachao, Beti Padhao Club which are very actively involved in the social activities. These clubs, by way of organizing various Camps, Rallies, Nukkad Nataks, Extension Lectures, Expert Talks, Competitions etc create awareness among our students on various social issues and problems which are commonly found in rural areas like Pollution, Deforestation, Gender Issues, Education, Health, Water Conservation, Cleanliness and Hygiene, Drug Addiction, Blood Donation, Road Safety and Financial Literacy etc. Volunteer/students of these Cells, Clubs and Committees actively participate in various social activities on/off the campus. Some of the landmarks achieved by the College in this context are:

1. Annual organization of the Seven Day Special (Day and Night) and One Day NSS Camps in the nearby villages of the College on various social issues like cleanliness, hygiene, girl education,

- water conservation, financial literacy, self-reliant India
- 2.Regular organization of Blood Donation Camps in the College
 - 3.Regular Medical and Dental Health Check-up camps
 - 4.Workshops on Financial Literacy and Digitalization for both staff and students
 - 5.Adoption of Orphanages and Old Age Homes
 - 6.Regular Tree Plantation Drives on/off the campus
 - 7.Cleanliness Drives on/off the campus
 - 8.Rallies to create awareness on social issues
 - 9.Nukkad Nataks/Skits to create awareness on social issues
 - 10.Aawareness Camps on various Social Issues

File Description	Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

- Being the first Government College of District Yamuna Nagar established in 2008, Government College Chhachhrauli has been assigned the responsibility of doing the initial spade work of starting new Government Colleges in District Yamuna Nagar. As a result, four more Government Colleges have been started by the State Government in District Yamuna Nagar assigning the initial responsibility/additional charge to Government College Chhachhrauli. At present also the Drawing and Disbursing Officer (DDO) of Government College Chhachhrauli has been assigned the additional responsibility of District Library Yamuna Nagar and Government College Partap Nagar (Yamuna Nagar).
- In the recent past, the Principal of Government College Chhachhrauli was also assigned the additional responsibility of District Higher Education Officer (DHEO) Yamuna Nagar.
- This College acts as a nodal College and collaborates with the District Administration in the effective implementation of various Government Policies and Schemes.
- The College offers one-year apprenticeship to the ITI pass-out students as per guidelines laid down by the State Government under National Apprenticeship Promotion Scheme (NAPS). During the period of apprenticeship, the apprentices are paid a fixed stipend amount. At present, six apprentices are working under this scheme in the College.
- Ensuring its active participation in community services, this College (situated in rural area) has organized 16 Blood Donation Camps till date registering an appreciable number of Blood Donors in every Camp with a maximum of 300 donors in the Camp organized on 30.10.2017.
- To ensure 'Clean Campus, Green Campus', the College regularly holds tree plantation drives on/off campus. At present also in the last couple of months, hundreds of fruit saplings have been planted on the College campus by all staff and students.
- The College has utilized Government Grant worth Rs. 6,07,500/- in facilitating the financial support to the final year students for applying their Passports under the Passport Scheme of Director Higher Education, Haryana in the Financial Year 2020-21 and 2021-22.
- Earth Filling of the College Land with an estimated cost of Rs. 24,86,168/- under MGNREGA scheme is in progress through Chief Executive Officer, DRDA-cum-Distt. Programme Coordinator MGNREGA, Yamuna Nagar.

Concluding Remarks :

Academic Functioning

Government College Chhachhrauli is a co-educational and multi-disciplinary Higher Education Institution which offers 09 different programmes (PG-03, PG Diploma-01 and UG-05) in Arts, Commerce, Computer Science and Science (Non-Medical & Medical) streams to their students. Admission to these programmes are done on Merit basis through Centralized Online Admission Portal governed by Department of Higher Education, Haryana, Panchkula. The College follows the curriculum of its affiliating University for these programmes in letter and spirit. Semester system is followed in both UG and PG programmes (except PGDCA which follows annual system). On the commencement of new academic session, an orientation program is organized by the College for new entrants to acquaint them with various aspects of college life. There is a well-defined mechanism in the College for curriculum delivery. Classroom teaching is blended with use of e-content, smart and virtual classrooms, E-Resource Lab and Laboratories. There is a set mechanism of the

evaluation of students based on their performance in internal assessment, semester examination and practical examination (wherever applicable). The overall academic functioning of the College is transparent, efficient and student-friendly.

Administrative Functioning

Principal is the head of the Institution who works under the over-all supervision of the Department of Higher Education, Haryana, Panchkula. The Department provides policy guidelines and necessary financial & logistic support to conduct various College activities. The Principal convenes various College activities with the active consultation and support of College Council, Bursar, Head of Departments, Conveners of various committees and staff members. There is a detailed distribution and delegation of work and powers through the comprehensive system of annual committees. The activities of designated cells are co-ordinated by the respective committees and students' representatives. The teaching departments are headed by senior-most faculty members who co-ordinate the teaching activities in consultation with other teachers of their respective departments. The non-teaching/library/lab staff members deputed in the College office, library and laboratories work under the supervision of their respective heads. The IQAC works in close association with Principal to maintain quality benchmarks in the College. Thus, there is a systematic and organized administrative structure for conducting College activities efficiently.