



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1. Name of the Institution

GDC Memorial College

- Name of the Head of the institution **Dr. S.K. Sinha**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **01255265053**
- Mobile no **8059900995**
- Registered e-mail **infogdc@gdccollege.edu.in**
- Alternate e-mail **collegegdc@gmail.com**
- Address **P.O. Bahal, Tehsil Loharu, Distt. Bhiwani**
- City/Town **Bhiwani**
- State/UT **Haryana**
- Pin Code **127028**

2. Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Rural**

- Financial Status **Self-financing**
- Name of the Affiliating University **Ch. Bansi Lal University, Bhiwani**
- Name of the IQAC Coordinator **Dr. Sanjay**
- Phone No. **01255265053**
- Alternate phone No. **8059900995**
- Mobile **9813247036**
- IQAC e-mail address **iqac@gdccollege.edu.in**
- Alternate Email address **infogdc@gdccollege.edu.in**

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://www.gdccollege.edu.in/aqar-report-year-wise.html>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://www.gdccollege.edu.in/aqar-report-year-wise.html#>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.05	2018	02/11/2018	01/11/2023

6. Date of Establishment of IQAC

09/09/2017

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

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

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year 03

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

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

- If yes, mention the amount

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

All the departments were encouraged to conduct seminars, workshops, conferences, etc. During the year, a national seminar was conducted by the history department. All the staff were encouraged to attend seminars, workshops, conferences, etc., so faculty attended state-level and national-level workshops, conferences, and seminars during this academic year. Students were encouraged to pursue higher studies. Due to encouragement, a few students were able to compete and get admissions to various universities, IITs, and affiliated colleges to do P.G. courses. As a result of the encouragement, faculty members from various departments published 20 papers in various journals during the academic year 2021-2022. Infrastructure and the green campus are continuously improved. Various committees were formed for support services on the recommendation of IQAC. Committees help to support and mentor students in academic, athletic, and cultural activities. Induction classes were organized at the beginning of the session to familiarize students with the rules and regulations of the college and affiliated university, student support services, and code of conduct. The IQAC of the college commences a transparent feedback system in the college with an action plan. Students, teachers, employers, and alumni of the college provide feedback on the curriculum. Students also give their feedback through the student satisfaction survey. All the feedback was analyzed, and appropriate actions were taken to ensure the quality parameters of the system.

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

Plan of Action	Achievements/Outcomes
<p>Designing and implementing Annual plans for quality enhancement.</p>	<p>IQAC conducts review meetings every month with every department to assess the progress in academics.</p>
<p>Arrange for feedback responses from students, teachers, parents & Alumni on syllabus.</p>	<p>IQAC collected and analysed the feedback forms from various stakeholders, such as students, parents, teachers, non-teaching staff, employers, etc.</p>
<p>Prepare focused Annual Quality Assurance Reports (AQARs).</p>	<p>It kept an eye on the faculty to ensure that they were using the most up-to-date teaching methods in the classroom. It encouraged staff members to publish papers in reputed journals. It helped faculty members write research proposals to UGC, DST, and AICTE. Development of quality benchmarks and parameters for various academic and administrative activities of the institute. Organization of workshops, seminars, and quality-related themes Documentation of various programmes and activities leading to quality improvement. Conducting internal quality and academic quality audits periodically. In addition, a self-assessment report from faculty was collected and analyzed, and action was taken accordingly. Students feedback was collected and analyzed to improve the quality of teaching and to take necessary action against the faculty with low feedback.</p>
<p>Conduction of Seminars</p>	<p>The Department of History held a two-day national seminar ((???????? ???? ????????? ??????????: ????????????? ??????? ?? ??? ?????))</p>

	on December 3rd and 4th, 2021.
Publications	Dr. Sanjay Gaur has published eight research papers in Elsevier and Springer journals. Ms. Suman Kaushik has published four research papers in prestigious Elsevier and Springer journals. In addition to this, the faculty members of various other departments have also published a total of 12 research papers in different national and international journals.
Increasing Greenery	This academic year, several plantation programmes were held to increase greenery in the college. During the academic year 2021-2022, these programmes planted nearly 3000 saplings.
NSS camp	The NSS camp was conducted in Patwan village, near Bahal. Several programmes were conducted during NSS camp. Various awareness Programmes such as voter awareness campaigns,
Student initiative programmes	On 06/05/2022 and 08/15/2022, students held a blood donation camp and a tiranga reli, respectively.
Awareness programmes	The various awareness programmes such as the voter awareness campaign,
Extension activities	The lectures were delivered on the different activities, such as the celebration of National Prakaram Diwas, Shaheedi Diwas, National Unity Day, Constitution Day, etc., which were conducted by the college throughout the academic year. Also, activities

	like a Slogan Writing Competition, a Mehendi Competition, an Essay Writing Competition, etc, were conducted.
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13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
Shri H.K. Chaushary, Chairman, HKC Foundation	15/10/2022

14. Whether institutional data submitted to AISHE

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Name	Date of meeting(s)
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14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	18/01/2023

15. Multidisciplinary / interdisciplinary

A distinctive feature of GDC Memorial College is the sustained effort of its IQAC towards curriculum enrichment through interdisciplinary and multidisciplinary activities, as they provide a social context and perspective to the teaching-learning process and an opportunity to broaden the knowledge gained from regular curricular activities. Recognizing the future paradigm shift of higher education towards a multidisciplinary model, as envisaged in the new education policy of the government, this endeavor of the IQAC reflects foresight and prepares the institution for seamlessly adopting the new policy when it is implemented.

For the session 2021-2022, the following points were assigned to interdisciplinary and multidisciplinary activities:

GDC Memorial College (GDCMC) has 14 departments spanning Sciences, Arts & Humanities, and Commerce and is thus fully

prepared and geared up to offer a comprehensive education. The various departments of the college already offer elective papers to students from other departments as part of their curriculum.

GDCMC is affiliated with Ch. Bansi Lal University; Bhiwani completely adheres to and follows the course structure and curriculum as approved by the university. Thus, the college will implement in letter and spirit the curriculum and course structure as formulated by the university as per the NEP. The college will implement and provide courses involving flexible and innovative curricula as per the list approved by the university. The college has a very active and vibrant NSS and Women Cell, under which the college organizes various awareness programmes such as water conservation, gender ratio, cleanliness, blood donation camps, etc.

The college has a well-established framework for offering elective courses in which student strengths vary every year, so it is completely prepared for this concept of multiple entries and exits.

16.Academic bank of credits (ABC):

GDC Memorial College is affiliated with Ch. Bansi Lal University, Bhiwani, and completely adheres to the curriculum framework and syllabi as approved by the university from time to time. The college is completely prepared to implement the Academic Bank of Credits framework as approved by the university. The college already has a student management system (ERP) in the place where all student details, including their timetable, internal assessment, attendance, continuous internal evaluation, and examination-related details, are entered. Thus, as and when the university adopts the ABC, the college has the entire necessary infrastructure in place to implement it. Furthermore, the college already offers elective courses in which students can choose which courses they want to take, allowing the college to adapt to multiple entries.

The faculty of the college have completely migrated to the blended mode of teaching-learning pedagogy, where the faculty provide tailor-made solutions to their students, and have completely implemented the learner-centric approach. Faculty not only provide relevant online and offline resources to the students but also develop and deliver content whenever there are gaps in the understanding of students, in addition to regular classroom teaching and learning. The faculty of the college is

constantly engaged in the creation of online content, including text material, instructional videos, and demonstrational videos, of the latest experiments, workshops, and remedial and tutorial sessions to help the students achieve their optional best.

17.Skill development:

The institution offers various courses under different programmes of study that educate, sensitize, and help develop a positive, value-based mindset and attitude among students. The college also offers an environmental science course as part of the ability enhancement courses.

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

The college has one of the largest numbers of language departments in the university, namely (i) Hindi and English, and these departments offer full programmes or courses in different programmes that deal with Indian languages, culture, and the knowledge system, amongst other topics. In addition to these departments, the college faculty also have an interest in and do research in these areas to help students develop an understanding of our traditional ethos. The college specifically offers the following three programmes in both English and Hindi: (i) B.A. History (ii) B.A. Geography (iii) B.Com. The college constantly encourages its faculty to hone their skills in these areas by attending FDP, refresher courses, seminars, and conferences, and also by organizing these for the benefit of all faculties from different institutions across India.

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

The college has completely adopted the learning outcome-based curriculum framework and will implement in letter and spirit the programme structure and curriculum approved by Ch. Bansi Lal University. The college has established a robust and credible system of continuous evaluation and internal assessment to constantly monitor the progress of all its students, including their attendance. Based on these assessments, the faculty plan their intervention to help the weak students and slow learners so that they can also cope with the rigours of the curriculum. In order to create the best teaching and learning environment for its students, the college has completely implemented blended teaching and learning pedagogy. Through the blended approach, the faculty constantly monitors whether the learning objectives and learning outcomes are being achieved or not and accordingly takes the necessary steps to ensure that all students gain the

necessary expertise, knowledge, skills, and capabilities.

20.Distance education/online education:

The College has implemented a learning management system and a student management system across all its programmes to ensure that not only our students are provided with a completely online teaching and learning environment, but our faculty can also deliver all their courses in a completely online format to students from outside the institution during session 2021-22 through Zoom Meet, WhatsApp groups, etc. The college is carrying out its teaching-learning process in blended mode, where continuous monitoring and evaluation are done to ensure that faculty can make timely interventions so that students can understand and remove their weaknesses in a time-bound manner. For this purpose, the college has subscribed to Zoom Meet to develop and deliver the entire teaching and learning process in an online environment in addition to offline teaching and interaction.

Extended Profile

1.Programme

1.1	11
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	939
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	371
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File
2.3	315
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	38
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	17
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	25
Total number of Classrooms and Seminar halls	
4.2	288428
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	105
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

GDCMC is affiliated with CBLU, Bhiwani, and follows the curriculum formed as per the guidelines of UGC, approved by the BOS of the university. As representatives in academic bodies such as BOS and the Academic Council of the University, the college teaching faculty plays an active role and participates in curriculum design and development. The college receives regular updates in the form of university circulars regarding changes or modifications to the curriculum. The principal informs the concerned teacher about the changes.

At the beginning of the academic year, the teachers prepare their individual academic and teaching plans, which are included in the academic calendar. The Timetable Committee, headed by the Principal and a senior faculty member, draws up a detailed timetable that efficiently deploys the units of time for academic and co-curricular purposes.

We have a semester system, and we are bound to complete our syllabus within a period of stipulated time so that the students can be prepared to face the university examinations without any pressure or delay. Being self-sufficient for all academic purposes, the college is committed to offering all the skill enhancement courses approved by the university according to the newly introduced Choice-Based Credit System in the university.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

GDCMC schedules all of its activities, including the performance of CIE, and adheres carefully to the calendar provided by the university (CIE). Every department then creates its own calendar after the institute creates an institute-level calendar. Details like the overall number of working days and holidays, CIE dates, and dates for the Institute's flagship programmes are all included in the activities calendar for the Institute. Guest lectures, workshops, industrial tours, and other co-curricular and

extracurricular activities are all on the department's agenda. With the exception of unforeseen situations, all activities, academic, CIE, and otherwise, are carried out in accordance with the schedule of events.

The academic calendars help faculty members plan their respective course deliveries. The CIE for students includes seminars, assignments, quizzes, and internal assessment (IA) examinations. According to the event calendar, the CIE is conducted according to a clearly defined process. Continuous evaluation and assessment are also done for laboratory courses, project work, seminars, and internships.

The academic committee meetings are a regular forum for the principal to examine the status of the semester and make appropriate recommendations. If the university alters the academic calendar, the institute makes the necessary adjustments in accordance.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

Academic council/BoS of Affiliating University

Setting of question papers for UG/PG programs

Design and Development of Curriculum for Add on/ certificate/ Diploma Courses

Assessment /evaluation process of the affiliating University

C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

12

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

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File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

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

00

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

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

Gender Sensitization: The Women's Grievance Cell and Grievance Redressal Cell are available at the institution to offer counseling to students, advance gender equity among students, and address associated concerns regarding the safety and security of female students and staff.

Environment and Sustainability:

The first year of all UG courses includes a subject called "Environmental Studies," which focuses on ecosystems. This course was required by the university to educate students on the importance of protecting the environment.

Along with STP, the college also has an integrated rainwater collection system. The day of national significance is observed by the college as Earth Day, Environment Day, and Ozone Day. To educate students on the effective use of natural resources, the college hosts workshops, and seminars on environmental and ecological issues.

Human values and professional ethics

The curriculum has focused on the development of human values and professional ethics through the following activities: co-curricular activities, environment studies, rural development, agricultural operations, social service, scientific methodology, general knowledge, current affairs, and the comparative study of religion.

College celebrates Republic Day, Women's Day, Independence Day, Teacher's Day, Human Rights Day, International Yoga Day, etc. These celebrations nurture the moral, ethical, and social values of the students.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	No File Uploaded

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

03

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

52

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

389

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

158

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

After admissions, the college adopts a process to identify slow and advanced learners among students. Advanced learners and slow learners are identified as per their responses in the classroom as well as their performance in the unit test and internal examinations. After knowing the names of slow and advanced learners, the teachers prepare a separate list of slow and advanced learners and conduct extra lectures for the weaker students. The teachers observe whether the student easily understands the lesson. This is the informal way to complete the teaching-learning process, and it is also convenient for both teachers and students.

The following activities are done by teachers for students:

Slow learners:

1. Individual counseling.
2. Remedial Coaching
3. Extra notes.
4. Group discussion session.
5. Internal examination process.
6. Encouragement in NSS, sports, and academic activities
7. Extra library books

Advance learners:

1. Advance notes
2. Seminar sessions
3. Participative learning sessions, i.e., Self-discipline Day and Teachers Day
4. Experimental learning sessions, i.e., the industrial tour
5. Projects
6. Assessments
7. Group discussion sessions
8. Internet facility.

9. Advance question papers

To enhance their confidence level, the college conducts various activities such as cultural, NSS, and sports to develop their overall personality.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
939	38

File Description	Documents
Any additional information	No File Uploaded

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

Experiential learning: The experimental/Laboratory method is used in science subjects to acquaint the students with the facts through direct experience individually. Students verify the facts and laws of the subject with the help of experiments. Especially, the department of Chemistry, Physics, Botany, Zoology, Geography, and Psychology uses this method. Students take an interest and learn things via experiential learning.

Project methods: The project work stimulates students' interest in the subject and provides the student an opportunity for freedom of thought and the free exchange of different views. As per the requirement of syllabi, the project work is done. For example, the Projects are done in PG classes like M.Sc. Geography.

Interactive methods: The faculty members make learning interactive with students by motivating student participation in group discussions, subject quizzes, news analysis, educational games, and current affairs, etc. Classroom discussions on various topics are done under features. Especially, NSS, the Ozone Club of the

Geography Department, the Science club of the Physics Department, and the Dharovar Club of the History Department organize interactive methods many times. The Student seminars are organized by the concerned class teacher and department. The department of mathematics is using the blackboard presentation method for problem-solving.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

In the GDC Memorial College, the classroom is ICT enabled with projectors installed, and the campus is equipped with a high-speed wifi connection. The faculty at the institution use various ICT-enabled tools to enhance the quality of teaching and learning, like:

1. Teachmint and Zoom are used to manage and post course-related information such as learning material, quizzes, lab submissions and evaluations, assignments, and so on.
2. Virtual labs are used to run labs using simulations.
3. The PPTs are enabled with animations and simulations to improve the effectiveness of the teaching-learning process.
4. The online learning environments are designed to train students in open problem-solving activities.
5. Lab manuals are mailed to students well in advance of the experiment being performed.
6. Teachers have used various online tools to teach mathematical subjects online, such as the whiteboard in the Zoom app, the share screen and whiteboard in the TeachMint app, and so on.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

2.3.3.1 - Number of mentors

28

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

2.4 - Teacher Profile and Quality

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

38

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

8

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

30

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The college has a transparent and robust evaluation process in terms of frequency and mode. In order to ensure transparency in internal assessment, the system of internal assessment must be communicated to the students well in advance. The principal and the person in charge of the department hold meetings with the faculties and direct them to ensure effective implementation of the evaluation process. Continuous evaluation is made through group discussions, unit tests, assignment submissions, field visits, / work, and Seminars Presentation. Unit tests are conducted regularly as per the schedule given in the academic calendar. The weightage for the unit tests varies as per the concerned faculty. The performance of the students is displayed on the Notice board and communicated to the students. Personal guidance is given to the poor-performing students after their assessment. Students appearing for the Second /third year are asked to deliver seminars on the concerned subject. Topics are given by their teachers to the students to prepare for PowerPoint presentations.

For transparent and robust internal assessment, the following mechanisms are conducted:

1. Internal Examination Committee.
2. Question Paper Setting.
3. The conduct of the examination
4. Results display
5. Interaction with students regarding their internal assessment

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

A transparent, time-bound, and efficient method is being followed at GDC Memorial College in terms of dealing with internal examination-related grievances. Various internal examinations are being performed throughout the semester. Some examples are as follows:

Internal Assessments (Unit Test):

The faculty evaluates the test within a week. The evaluated answer sheets are shown to students in class, and faculty undertake individual grievances with a student on the paper if required by the student. At the end of the semester, the average marks of both unit tests are calculated and verified with the students.

Assignments:

The faculty evaluates assignments based on the department, which is also shared with the students. The department consists of criteria such as timely submission, clarity, neatness, etc. The evaluated assignments are given back to students, thus maintaining the transparency of the marks assigned and resolving grievances.

Lab experiments:

The experiment performed in the lab by the student is immediately evaluated by the faculty, and performance marks are assigned based on the lab department designed by the faculty.

Blackboard Seminar:

The PG department of the college uses this method of assessment regularly.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The college has clearly stated the learning outcomes of the programmes and courses. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.

- Hard copies of the syllabus and learning outcomes are available in the departments for ready reference by the teachers and students.
- The importance of the learning outcomes has been communicated to the teachers in every IQAC meeting and College Committee meeting.
- The students are also made aware of the same through tutorial meetings.
- Workshops have also been conducted to develop the programme's educational objectives and learning outcomes at the college level.

The institution is running undergraduate (B.A., B.Sc., and B.Com.) and postgraduate (M.A. History, M.Sc. Geography, M.Sc. Chemistry, M.Sc. Physics, M.Sc. Mathematics, and M.Com.) courses for the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

After measuring the attainment of POs, PSOs, and COs, it has been observed that the strength of the students as well as the passing percentage of the students are increasing progressively. Besides, students' progression to higher studies, that is, from undergrad to postgraduate, seems to be increasing consistently and rapidly in the last five years. In a similar way, the ratio of student placements is also increasing. We took the utmost care in measuring the level of attainment of POs, PSOs, and COs and followed formal as well as informal mechanisms for the measurement of the outcomes' attainment. Even so, we took feedback from all the stakeholders in this regard and tried to take the necessary steps accordingly.

Subsequently, the college took care of the attainment to measure the POs, PSOs, and COs and implemented the mechanism as follows:

1. The institute followed the academic calendar of our affiliated university.
2. All the subject teachers maintained an academic diary every academic year.
3. All the subject teachers prepared semester-wise evaluation reports.
4. The results evaluation reports were reviewed by the internal examination committee.
5. The institute considered feedback from the stakeholders for the attainment of PO, PSO, and CO.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

233

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://www.gdccollege.edu.in/miscellaneous-report.html>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

01

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

00

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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institute has created an ecosystem for research and innovation by recruiting and developing desirable human resources, taking the initiative for the creation and dissemination of knowledge, and establishing state-of-the-art infrastructure. The details are as follows:

1. **Promoting Innovation:** Students are encouraged to present their innovative working project models and products through the annual project contest.
2. **Human Resources:** To mentor and channel young minds, the institute recruits dynamic and highly qualified faculty. The institute has taken an initiative to encourage faculty members to pursue their Ph.D. work. Faculty are also encouraged to participate in various skill enhancement

programmes funded by the government.

3. Center of Excellence: The faculty and students are encouraged to take up research and developmental activities by utilizing the existing resources.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

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

01

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

03

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website

during the year

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

20

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

01

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The student volunteers visit neighbouring localities and conduct various activities regularly. Extension activities in the neighbourhood community in terms of impact and sensitizing students to social issues and holistic development during the last year. GDC Memorial College, Bahal organizes and participates in various extension activities with the dual objective of not only sensitizing the students about various social issues but also contributing to the community and strengthening community participation. The NSS college units take part in various initiatives, like

1. Swachh Bharat initiatives

2. Blood donation camps

3. Maa Saraswati Puja

4. Tree plantation

5. Yoga Activity

6. Blood donation camp

7. Tiranga relia

Events like the participation of the students who take up activities in collaboration with other agencies to spread awareness

India is the birthplace of yoga, and by participating in International Yoga Day, students become global stakeholders in ensuring a sound mind in a healthy body. Blood donation camp in collaboration with a blood bank Bhiwani has become a regular feature at the college, with students and staff donating blood for the cause.

Apart from this, there is the significance of clean surroundings, hygiene, sanitation in the neighbourhood, garbage disposal, and sensitizing the community at large to these vital issues. All these initiatives have gone a long way toward the holistic personality development personality of the participants in these programs. Blood donation camp strengthens the sense of empathy and compassion among donors and also instils in them a sense of commitment and ethical responsibility.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

10

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

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

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

14

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1190

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

00

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

00

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college encompasses a well-maintained, lush green campus spread over 6.5 acres of land, ensuring adequate availability and optimal utilization of physical infrastructure for teaching and

learning activities.

Classrooms: The college encompasses a sufficient number of well-furnished, well-ventilated, spacious classrooms for conducting theory classes.

Seminar Hall: The college has multiple seminar halls. These halls are regularly used for conducting national and international seminars at the college. The seminar hall is used for NSS online workshops and other activities from time to time.

Tutorial rooms: Separate tutorial rooms are available on the college campus for tutorial lectures, doubt clarification, and special remedial classes for weak and needy students.

Laboratories: All laboratories are well equipped with state-of-the-art equipment and facilities. All the laboratories are established as per UGC norms. These labs are utilized for conducting practical classes as per the requirements of the curriculum.

Central Library: Our central library (imsec.ac.in/campus/library) is fully computerized by automating the issue of books with a barcode reader. The library has 10084 books, 2643 book banks, and 4000 e-books covering all major fields of science, commerce, and art (UG and PG). The library covers an area of 2608 square feet with a conference room and ample study space.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

The Institute, with its compulsory Core Courses and the continuous evaluation scheme, integrates sports and extracurricular activities as essential components. This is done not only for participation but also for the assessment of students.

It has adequate facilities for sports, games, and cultural activities. The total area of sports and games fields is 6 acres. GDC Campus has three large playgrounds with provision for multiple games, such as athletics, cricket, football, hockey, volleyball,

basketball, kho-kho, etc.

Another field provides lawn tennis courts. Indoor and outdoor badminton courts, a gymnasium, and a swimming pool are available.

All faculties have well-equipped assembly halls for organizing annual functions and cultural events. The Vivekananda auditorium and the International Seminar Hall Complex host major cultural events.

National Independence Day and Republic Day are celebrated in the Institute by unfurling the national flag, followed by a guard of honor for the Chief Guest by NSS volunteers, an impressive march past of students of all faculties on the beats of the student band, and the organization of athletic events.

Students present cultural programmes on Convocation Day and at national and international conferences and festivals organized by the Institute.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

05

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

400033

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The Libraries at GDC Memorial College are integrated knowledge resource centers, comprising, a Central Library with 10084 books, 2643 book banks, and 4000 e-books covering all major fields of science, commerce, and art (undergraduate and postgraduate).

The library covers an area of 2608 square feet with a conference room and ample study space. The central library is air-conditioned. Excellent resources are available for self-learning at the Central Library. The library has a membership in the National Digital Library, too.

Seating for 105 students and teachers is available in the library. It is automated using the Integrated Library Management System (ILMS), which is computerized with Delnet Open Source Integrated Software. It also has access to DELNET under institutional membership.

The College Library building is centrally located, well laid out, and maintains the right atmosphere for learning. Library buildings have provisions for both individual and group studies. The library has an adequate number of terminals to facilitate searching/accessing electronic resources, web browsing, and other academic work. Provision has also been made to allow the downloading/printing of material from these resources.

It has excellent ICT infrastructure with adequate bandwidth for fast and seamless access to the Internet. It is also a member of

DELNET .

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

50601

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

46

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The institution has positively integrated IT facilities and broadband connection into all offices (like the registrar's office, IQAC room, IGNOU office, and NSS office), a college library, a computer lab, and a browsing center. The entire GDC campus has internet and wifi access.

The computer lab, which has 85 computers, and the mathematics lab, which has ten fully configured computers, is both well-equipped for students. Instead of the classroom, the computer labs and the seminar hall as well as the geography lab are well equipped with Wi-Fi, desktops, LANs, a projector, a PA system, etc.

The structural office facilities for the NAAC/IQAC Room are created with two desktops, and one computer and the IGNOU office has one computer and printer. The NSS office is also equipped with a computer and printer.

The Administrative Section has 4 computers with a Wi-Fi facility made available for day-to-day office use. The library is equipped with two computers and a laptop.

List of IT facilities

No of

Computer

105

Laptops

1

UPS with Battery (2kv)

4

UPS with Battery (3kv)

3

Printers and scanner

4 and 1

Printer with scanners

5

Barcode Scanner

1

Projector/Android Box/

3

Network Switches

10

Wi-fi Router

4

CCTV

8

Amplifiers, Speaker Units

1

Wireless Mike

1

Internet connection

50 Mbps

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

105

File Description	Documents
Upload any additional information	View File
List of Computers	No File Uploaded

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

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

288428

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The college ensures optimal allocation and utilization of the available financial resources for the maintenance and upkeep of different facilities.

Laboratories:

All laboratories are well-equipped with state-of-the-art equipment and facilities. All the laboratories are established as per UGC norms. These labs are utilized for conducting practical classes as per the requirements of the curriculum.

Central Library:

Our central library (imsec.ac.in/campus/library) is fully computerized by automating the issue of books with a barcode reader. The library has 10084 books, 2643 book banks, and 4000 e-books covering all major fields of science, commerce, and art (UG and PG). The library covers an area of 2608 sq. ft.

Game and Sports: Sports facilities have been established for various indoor and outdoor games like table tennis, swimming pools, judo halls, gyms, yoga centers, boxing, rifle shooting, badminton courts, handball courts, cricket nets, cricket grounds, athletics, kho-kho, Kabaddi, volleyball, basketball, football, etc.

Computers: -

1. Centralized computer laboratory was established to enrich the students.
2. ERP software is used for maintaining faculty and student details.
3. Each department has an appropriate computer for its requirements.

Classrooms: All classrooms are well-equipped with student tables and non-chalk whiteboards.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

159

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

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

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

20

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

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

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

35

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

5

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

07

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

65

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

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

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

08

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

02

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

GDC MEMORIAL COLLEGE, BAHAL

(NAAC ACCREDITED "B" GRADE)

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

LIST OF FUNCTIONAL COMMITTEES/CELLS/CLUBS (Session:2021-22)

Sr. No.

Name of the committee/Cell

Students representation

1

Discipline Committee

2

Cultural Committee

Yes

3

Library Committee

Yes

4

N.S.S. Cell

Yes

5

Red Cross

Yes

6

Time Table Committee

7

Sports Committee

Yes

8

CPC Cell

Yes

9

Press & Media Committee

Yes

10

Science Club

11

Ozone Club

12

Dharohar Club

13

Awareness Club

14

College Canteen/Refreshment

Yes

15

Women Cell

Yes

16

Notice Board Committee

Yes

17

Staff Club Committee

18

Bus Facility

19

Bus Pass (Haryana Roadways)

20

Hostel Committee

Yes

21

Photography

Yes

22

Advertisement Committee (All Types)

23

Prospectus Committee

24

Admission Form in Prospectus

25

Magazine Committee (All Type)

Yes

26

Literary Committee

27

Decoration Committee

Yes

28

Prize/ Memento/Lamp Lighting/Bouquet

Yes

29

Website Committee

30

Sexual Harassment Committee

Yes

31

College / Hostel Visit to Visitors

32

Anti Ragging Cell

Yes

33

Maintenance Committee

34

Invitation Committee (Any kind of Function / Seminar etc.)

Yes

35

Purchasing Committee

36

IQAC Committee

Yes

37

GD/ Debate/ Drama Activities

Yes

38

SC/ ST Committee

Yes

39

OBC Committee

Yes

40

Prevention of Caste Based Discrimination Committee

41

Grievance Redressal Cell

Yes

42

First Aid Cell

43

Personal Counseling Cell

44

Proctorial Board

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

02

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

NO.

Alumni Association is not registered

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The Institute has a strategy to state the vision and mission of the institution and defines the institution's distinctive characteristics in terms of addressing the needs of society, the students it seeks to serve, the institution's traditions and value

orientations, and its vision for the future:

Vision

- To empower the students through focused learning and research.
- To foster a world of joy through sharing and learning.
- To create and enhance teamwork and leadership qualities.
- To excel in interaction through the art of communication.
- To provide extension services to serve oneself and society.

Mission

- Knowledge is all Ambrosia
- Academic excellence with character development
- Enthusiasm is the propelling force behind our success.

The objectives of the higher education policies of the nation are clearly reflected in our mission of providing education to all by ensuring equity and increasing access to education. Inculcate a value system by ensuring that academic excellence leads to character development. The vision statement is reflected in all the institutional activities. The excellent teacher-student relationship is maintained to make teaching learner-oriented, and we believe in sharing and learning through peer teaching. Teamwork and leadership qualities are promoted by projects, seminars, group discussions, industrial visits, educational tours, etc. A wide range of extension activities are conducted, involving a large number of students, to sensitize them to societal issues and develop humane qualities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Administrative Decentralization

The principal gives directives to the department heads to prepare the annual departmental budget. The HOD conducts a meeting with all the faculty members of the department and asks them to submit

requirements along with relevant quotations, depending upon the needs of the syllabus and current industry trends. Further, the HOD prepares a consolidated report and submits it to the principal for approval. The principal consolidates the requirements of all the departments and forwards them to management for approval. The sanctioned budget from the management is received by the institute.

Academic Decentralization

There are 44 different committees with well-defined functions that give academic and administrative leadership to the college. Its responsibilities are

? Prepare the academic calendar before starting the semester with the approval of the rector.

? Track the syllabus completion of theory and lab for all the departments.

? To make arrangements for the conduct of examinations in conformity with the university's directives from time to time.

? To take active measures for the improvement of standards of teaching, research, and training.

? Maintaining discipline on campus.

? Maintain the minutes of the meeting.

? Organizing conferences and workshops.

Anti-Ragging, Grievance Redressal, and Discipline Committees take care of a healthy, enjoyable, and disciplined culture in the institute. It comprises the principal, HODs, senior faculty members, and student representatives. Various academic committees, like library committees, timetable committees, attendance monitoring committees, etc., take care of the day-to-day academic functioning of the institute.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The top management is highly responsive and plans in a meticulous manner to utilize the resources optimally. The empowered team of the principal, vice principal, IQAC members, teachers, and supporting staff and students helps in the design and implementation of quality policies and plans. The successful implementation of quality policies and plans is due to:

- Outstanding communication at all levels, one-to-one interaction
- Outstanding interpersonal relationships between the management and the head of the institution, and the head of the institution with staff and students.
- The principal of the institution believes in total transparency and participatory management involving all concerned individuals in the organization.
- The aforementioned criteria, as well as information feedback tools such as staff meetings, department heads' meetings, association meetings, student council meetings, examination committee meetings, and various activities, are organized by inviting notable individuals.
- Regular meetings of the local managing committee, college committee, and the managing committee.
- The management encourages staff to give suggestions for improving the efficiency of the institution. These are implemented on a priority basis.
- There is a sense of belonging among the staff and students due to the positive approach of the management.
- There are in-house committees involving every staff member.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Administrative Setup

Being an affiliated college, the institution has to follow the rules and regulations decided by the university to which it is affiliated. The institution was established by the HKC Foundation. For all important and significant academic and administrative matters, the institution must seek permission from management. The management of the institution consists of a president, a vice president, trustees, a secretary, and a treasurer. As the majority of administrative staff is employed on a regular basis, the principal takes all the important administrative decisions by consulting some senior faculty. A number of committees are formed for academic, administrative, co-curricular, sports, and extension activities.

The next level is made up of the teaching and non-teaching staff.

Teaching staff: The college has departments that are headed by in-charges, followed by other teaching staff members. The college also has a sports coach and a librarian.

Non-Teaching Staff: The Assistant Registrar heads the non-teaching staff, and all the other members like the Senior Assistants, Junior Assistants, Record Assistants, Office Subordinates, and Night Watchmen are placed under him.

Committees: The institution has the following committees to ensure the execution of all activities:

- Quality Assurance Activities
- Academic Activities
- Administrative Activities
- Extension Activities

- Career Guidance Activities
- Grievance Redressal Activities

Appointment, Service Rules, and Procedures: As the college is a self-financing institution, it follows all the service rules and procedures for recruitment and promotion as per the guidelines issued by the Department of Higher Education, the Government of Haryana, and the affiliated university (CBLU Bhiwani).

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution effectively implements welfare schemes for the teaching and non-teaching faculties. For the career development and advancement of both teaching and non-teaching staff, the College arranges schemes such as earned leave encashment, maternity leave, medical facility leave, leave on projects or conferences, permission to attend orientation programs, and so on.

Besides the above, the following benefits are given to the teaching and non-teaching staff:

- To the staff to attend workshops and conferences both at the regional and national level.
- For children's education, free up to 10+2, the teaching and non-teaching staff have been stranded.
- The institution also receives provident funds for IV class employees, permission to attend the Faculty Development Programme, and maternity and paternity leave with salary.
- Wi-Fi facility for the staff inside the college campus
- Indoor games facilities are available for staff to relax and refresh physically and mentally, and a fraternity grand lunch is provided for all staff on the eve of the college's annual function.
- Financial support for the staff exposure programme and tour (both teaching and non-teaching). Recognition and Rewards
- Awards of excellence for teaching, research, and extension are given to deserving members of staff every year on Teacher's Day.
- Incentive in the form of a salary hike for the staff of the self-financed stream for completing their Ph.D. degree.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

0

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

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

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

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

0

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

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

There are two types of performance-based evaluation. The first is called the "PBAS [performance-based appraisal system]," and the second is called the "annual secret report." The PBAS provides feedback to the faculty member. It helps them understand the changing needs of students. All teaching faculty members fill out the prescribed format of the PBAS for self-appraisal. This system encourages them to give their best in both teaching and learning. The institution has a PBAS for the assessment of teaching staff. The appraisal report is based on the annual performance of the employee on the basis of their academic, research, and other extracurricular activities. This format [PBAS] is filled out by the employee in a given prescribed proforma, which includes all the above sets related to points and sub-points.

The format contains four main parts. Part-A: general instruction; Part-B: academic performance; Part-C: other related information [duly signed by the principal]; and Part-D: comment on the self-assessment management. The main part, i.e., Part B, consists of 4 categories.

Another type of evaluation is called the "secret report of the employee." It is filled by all the teaching and non-teaching employees. It generally has two parts. The first part is filled out by the employee. The last part is the evaluation by the principal. It is then sent to the management of the institute.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

The institution has established a mechanism for conducting internal and external audits of financial transactions every year to ensure financial compliance. Internal auditing is conducted half-yearly by the internal financial committee of the institution.

- The college budget includes recurring expenses such as salary, electricity, internet charges, maintenance costs, stationery, other consumable charges, etc., and non-recurring expenses like lab equipment purchases, furniture, and other development expenses.
- The expenses will be monitored by the accounts department as per the budget allocated by the management.
- The depreciation costs of various things purchased in the preceding years are also worked out.

Internal audit procedure

All vouchers are audited by an internal financial committee on a half-yearly basis. The expenses incurred under different heads of various departments are thoroughly checked by verifying the bills and vouchers. If any discrepancy is found, it is brought to the attention of the principal. The same process has been followed for the last five years.

External audit procedure:

The accounts of the college are audited by a chartered accountant regularly as per government rules. The auditor ensures that all payments are duly authorized after the audit, and the report is sent to management for review. The institution did not come across any major audit objections during the preceding years. The management and chartered accountant both sign the audited

statement.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

0

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

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

GDC Memorial College is known for its integrity, and it maintains a transparent and accountable financial management system. The Campus Treasurer System is introduced to regulate the financial process, prepare budgets, mobilise resources, monitor expenditures, maintain accounts, and conduct internal verification and external audits. With its ability to mobilize resources from different sources for new programmes, research, extension, infrastructure, student welfare, and staff career advancements, the college is able to implement various quality enhancement activities.

Mobilization of Funds:

The college mobilises funds as per the policy and procedure enacted by the management. The process is monitored by the finance committee under the chairmanship of the principal. The college receives funds from the following sources:

- Fees collected from the students of self-financed streams
- Various funds received from funding agencies such as ICHR, DST,
- Government Scholarships for SC and OBC Students
- Renting of the college's infrastructure for conducting government exams and other
- Endowments for Exams

Utilization of Resources:

- Disbursement of staff salary
- Infrastructure augmentation, such as the construction and renovation of classrooms,
- Installation of solar panels, waste management units, plantations of trees, the laying of paver blocks, and roads. Hostel maintenance
- Library resources
- ERP and ICT improvement
- Software and equipment purchases
- Organizing Seminars and Endowments Lectures, conferences, workshops, and training programmes career development programmes and faculty empowerment programmes for staff.
- people Welfare measures for teaching and non-teaching staff

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

IQAC is one of the major policy-making and implementing units in our college. It strives hard for upgrading the college infrastructure and all support facilities to meet the standards of higher education and the growing need of students. It assesses and suggests the parameters of quality education. The IQAC at GDC was constituted on 9th September 2017. Since then, it has been performing the following tasks on a regular basis:

1. Improvement in quality of teaching and research by regular inputs to all concerned based on feedback from students.
2. Providing inputs for best practices in administration for efficient resource utilization and better services to students and staff.
3. Providing inputs for Academic and Administrative Audit and analysis of results for improvement in areas found weak.

Students and staff give their feedback and suggestions on teaching and administrative performance through the Suggestion Box located in the GDC Memorial College, or through email to the Coordinator, IQAC at iqac@gdccollege.edu.in.

The IQAC has immensely contributed to the implementation of quality assurance strategies and processes at all levels.

The Institute IQAC regularly meets every four months.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

IQAC periodically reviews the teaching-learning process, structures and methodologies of operations, and learning outcomes.

Academic Calendar: Based on the university academic calendar, the institute schedules the academic calendar well in advance at the start of the year with ample time for not only the regular teaching-learning process but also to accommodate the various events like seminars, guest lectures, workshops, FDPs, hands-on series and many more.

Preparation of lesson plans for each semester: The lesson plans are prepared by the faculty members for all the subjects they teach in that particular semester. Enriching the curriculum with guest lectures, industrial visits, and internships

Daily lecture Every day: faculty prepares and submits lecture details, as well as the topic covered, to an online portal.

Evaluation of teachers by students: The institution has a feedback system for evaluating teachers by students. The regular evaluation of the teachers by the students, feedback on teaching methodologies, course delivery, attitude, strengths and weaknesses, and difficulties faced in the subject give a clear idea about the problems faced by the students.

Student learning outcomes: The institute monitors the performance of the students regularly. The following points are adopted by the institute in this context:

- Regular class tests and interactions
- Semester system of examination for all courses
- Timely redressal of students' grievances
- Each semester, at least 75% attendance is required.
- Extra classes for weak students to solve their problems

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

For the promotion of gender equity during the year, the following was initiated by the institution::

Equal participation of female candidates is ensured in each event organized by the institute.

National Women's Day was celebrated by the institute, and various events like the Mehandi competition, poem recitation, poster making, etc. were organized by the women's cell.

Self-defense programmes are organized by the institute to create awareness concerning the safety of girls.

Women faculty are nominated on the basis of their ability, as heads of departments and conveners of various committees, discharging their duties efficiently without any gender bias.

The Women's Cell, Counseling Cell, and Sexual Harassment Committee look after the objective of sensitizing and equipping students with issues related to gender sensitization, women's empowerment, etc.

The institute provides maternity and childcare leaves to female faculty members.

Physical workout facilities are provided for students in the girls' and boys' hostels separately.

The Proctor Committee ensures campus safety and security by installing CCTV cameras and providing round-the-clock security. Security guards are also available at girl's hostels. Glass panes at eye level have been installed on the doors of faculty rooms and offices.

A separate common room is available for girls.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Both biodegradable and non-biodegradable waste are hazardous to humans, other organisms, and their environments. Thus, the correct treatment of waste must be done. Several techniques are facilitated by the institute for the management of degradable and non-degradable waste. The three "Rs"—recycle, reuse, and reduce—system is used to manage waste. The institute has different dustbins to segregate the different wastes, like solids, liquids, etc. There are committees that deal with the minimization of waste. Every day, the waste is collected in bins and disposed of in a place where it can be converted into manure.

In every session, the NSS unit of this institute organize a seven-day camp called "Swachta Abhiyan" in Patwan village to create awareness about waste management and keeping the environment clean. Other events held by the institute include Cleanliness, Paryavaran Bachao-Jivan Bacchao, Tobacco Free Campus, waste disposal training programs, and so on. It was stressed that we should avoid plastic items to the best possible extent. For solid waste management, different bins have been placed in different departments and all over campus. The institute also facilitates wastewater treatment plants, where wastewater is collected and treated before being reused for various purposes.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

C. Any 2 of the above

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

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

B. Any 3 of the above

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

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

1. Several programmes are conducted by the institute to provide an inclusive environment for students. The institute has conducted programmes in nearby villages to increase their environmental and ethical awareness. Lectures are delivered on the occasion of World Environment Day, World Anti-Drug Day, Constitution Day, Shahidi Diwas, etc. to enable a holistic environment for student development. The Institute has always been at the forefront of sensitizing students to the cultural, regional, linguistic, communal, and socio-economic diversities of the state and the nation.

2. By providing a barrier-free environment, needed facilities, and human and technological assistance, the department takes continuous efforts to make the differently abled feel included in every part of the college's activities. The department has revised the curriculum with the inclusion of topics related to human rights, peace, tolerance, love, compassion, harmony, the promotion of social values, awareness of environmental protection, and ethics.

3. Constitution Day was celebrated on November 26, 2021, with staff and students. The institute also organizes various cultural programmes to celebrate the cultural diversity of India. Students from various regional and cultural backgrounds participate in such programmes and present their regional or cultural folk songs and dances.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

1. Every year, the institute organizes various programmes to create awareness among students and staff to become responsible citizens of the country by sensitizing them to the constitution of the country. The Institute launched the Plantation Program on "World Environment Day," wherein the focus does not stop with the sound academic foundation of the student community but moves a step forward to develop them as better citizens of the country. As responsible citizens of the country, the students are motivated to take part in various activities of the college, like the blood donation camp that was organized on June 21, 2022, on the occasion of International Yoga Day, where 112 units of blood were collected by the Blood Bank, Bhiwani.

2. The students are encouraged to participate in activities aimed at spreading awareness among citizens on social issues like road safety. The institute's road safety club organized a poster-making competition to raise awareness about road safety rules that the Indian public should follow. Students are made aware of the code of ethics, human values, rights, duties, and responsibilities as a citizen of India during induction as well as other programmes throughout the year.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts B. Any 3 of the above

periodic programmes in this regard. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organizes professional ethics programmes for students, teachers, administrators and other staff. 4. Annual awareness programmes on Code of Conduct are organized.

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

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

The institute believes in maintaining harmony and a healthy work environment in order to instill in students a sense of national pride and rich cultural heritage through the celebration of national and international commemorative days such as International Women's Day, Independence Day, Republic Day, Constitution Day, and so on. The events and festivals organized at college are often celebrated with great pomp and gaiety. Independence Day and Republic Day are celebrated by organizing activities highlighting the struggle for freedom and the importance of the Indian Constitution. The celebration is attended by students, teaching and non-teaching staff, invitees, guests, and attendees. Flag hosting with the national anthem and oath of national integrity, followed by the distribution of sweets, is the regular decorum of the program.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

1. To encourage research activities among faculty members and students, a national or international conference is organized every year by the institute. It promotes research activity in the streams of science, commerce, and the arts. It also facilitates research publications. The national seminar was organized by the department of history with the sponsorship of the ICHR (Indian Council of Historical Research, New Delhi). Students also prepare research articles in the form of self-study papers and dissertation work as part of their curriculum under the guidance of teachers. These articles are checked by external examiners and have gone through viva-voice. This practise develops research skills among students.

2. The college enhances computer-based skills that are helpful to students in the preparation of PowerPoint presentations, research papers, and online courses like SWYAM, NPTEL, Coursera, etc. Monthly seminars uplift the confidence, skill, and personality of PG students. Assignments are given in the form of board presentations to UG students. Fieldwork programmes are organized by the college to create interest and increase the practical knowledge of students in various fields. A projector facility is provided by the institute to make teaching more effective and interesting.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The aim of our institute is to provide quality education as well as believe in the overall development of students, which includes learning how to interact with other people, and being aware of social, environmental, and gender issues and inequities in society. We provide an opportunity for every student and staff member to contribute to making the society in which they live a better place and to grow as better individuals. For this purpose, various committees are there to look after the students' activities.

Students undergo a one-month summer training programme in the field of chemistry at an industry, academic, and research institute, which helps them learn the latest technologies, skills, and methodologies to build a strong foundation for their career development. The Career Placement Cell assists students in appearing in interviews and competitive exams held by various companies from time to time. Many students have gotten placements in companies through this cell.

Faculty members are regularly appointed to reputed committees like "The Board of Studies of CBLU," "Syllabus Revision," "Examination," and other professional bodies. Our college has consistently given top university rankings and good results throughout the year. There are many students from various departments who have qualified for eligibility tests like NET, GATE, JRF, SSC, etc.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

GDCMC is affiliated with CBLU, Bhiwani, and follows the curriculum formed as per the guidelines of UGC, approved by the BOS of the university. As representatives in academic bodies such as BOS and the Academic Council of the University, the college teaching faculty plays an active role and participates in curriculum design and development. The college receives regular updates in the form of university circulars regarding changes or modifications to the curriculum. The principal informs the concerned teacher about the changes.

At the beginning of the academic year, the teachers prepare their individual academic and teaching plans, which are included in the academic calendar. The Timetable Committee, headed by the Principal and a senior faculty member, draws up a detailed timetable that efficiently deploys the units of time for academic and co-curricular purposes.

We have a semester system, and we are bound to complete our syllabus within a period of stipulated time so that the students can be prepared to face the university examinations without any pressure or delay. Being self-sufficient for all academic purposes, the college is committed to offering all the skill enhancement courses approved by the university according to the newly introduced Choice-Based Credit System in the university.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

GDCMC schedules all of its activities, including the performance of CIE, and adheres carefully to the calendar

provided by the university (CIE). Every department then creates its own calendar after the institute creates an institute-level calendar. Details like the overall number of working days and holidays, CIE dates, and dates for the Institute's flagship programmes are all included in the activities calendar for the Institute. Guest lectures, workshops, industrial tours, and other co-curricular and extracurricular activities are all on the department's agenda. With the exception of unforeseen situations, all activities, academic, CIE, and otherwise, are carried out in accordance with the schedule of events.

The academic calendars help faculty members plan their respective course deliveries. The CIE for students includes seminars, assignments, quizzes, and internal assessment (IA) examinations. According to the event calendar, the CIE is conducted according to a clearly defined process. Continuous evaluation and assessment are also done for laboratory courses, project work, seminars, and internships.

The academic committee meetings are a regular forum for the principal to examine the status of the semester and make appropriate recommendations. If the university alters the academic calendar, the institute makes the necessary adjustments in accordance.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

12

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

00

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

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

00

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

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

Gender Sensitization: The Women's Grievance Cell and Grievance Redressal Cell are available at the institution to offer counseling to students, advance gender equity among students, and address associated concerns regarding the safety and security of female students and staff.

Environment and Sustainability:

The first year of all UG courses includes a subject called "Environmental Studies," which focuses on ecosystems. This course was required by the university to educate students on the importance of protecting the environment.

Along with STP, the college also has an integrated rainwater collection system. The day of national significance is observed by the college as Earth Day, Environment Day, and Ozone Day. To educate students on the effective use of natural resources, the college hosts workshops, and seminars on environmental and ecological issues.

Human values and professional ethics

The curriculum has focused on the development of human values and professional ethics through the following activities: co-curricular activities, environment studies, rural development, agricultural operations, social service, scientific methodology, general knowledge, current affairs, and the comparative study of religion.

College celebrates Republic Day, Women's Day, Independence Day, Teacher's Day, Human Rights Day, International Yoga Day, etc. These celebrations nurture the moral, ethical, and social values of the students.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	No File Uploaded

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

03

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

52

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the **A. All of the above**

syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	
File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
389	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	

158

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

After admissions, the college adopts a process to identify slow and advanced learners among students. Advanced learners and slow learners are identified as per their responses in the classroom as well as their performance in the unit test and internal examinations. After knowing the names of slow and advanced learners, the teachers prepare a separate list of slow and advanced learners and conduct extra lectures for the weaker students. The teachers observe whether the student easily understands the lesson. This is the informal way to complete the teaching-learning process, and it is also convenient for both teachers and students.

The following activities are done by teachers for students:

Slow learners:

1. Individual counseling.
2. Remedial Coaching
3. Extra notes.
4. Group discussion session.
5. Internal examination process.
6. Encouragement in NSS, sports, and academic activities
7. Extra library books

Advance learners:

1. Advance notes
2. Seminar sessions
3. Participative learning sessions, i.e., Self-discipline Day and Teachers Day
4. Experimental learning sessions, i.e., the industrial tour
5. Projects
6. Assessments

7. Group discussion sessions
8. Internet facility.
9. Advance question papers

To enhance their confidence level, the college conducts various activities such as cultural, NSS, and sports to develop their overall personality.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
939	38

File Description	Documents
Any additional information	No File Uploaded

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

Experiential learning: The experimental/Laboratory method is used in science subjects to acquaint the students with the facts through direct experience individually. Students verify the facts and laws of the subject with the help of experiments. Especially, the department of Chemistry, Physics, Botany, Zoology, Geography, and Psychology uses this method. Students take an interest and learn things via experiential learning.

Project methods: The project work stimulates students' interest in the subject and provides the student an opportunity for freedom of thought and the free exchange of different views. As per the requirement of syllabi, the project work is done. For example, the Projects are done in PG classes like M.Sc. Geography.

Interactive methods: The faculty members make learning interactive with students by motivating student participation

in group discussions, subject quizzes, news analysis, educational games, and current affairs, etc. Classroom discussions on various topics are done under features. Especially, NSS, the Ozone Club of the Geography Department, the Science club of the Physics Department, and the Dharovar Club of the History Department organize interactive methods many times. The Student seminars are organized by the concerned class teacher and department. The department of mathematics is using the blackboard presentation method for problem-solving.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

In the GDC Memorial College, the classroom is ICT enabled with projectors installed, and the campus is equipped with a high-speed wifi connection. The faculty at the institution use various ICT-enabled tools to enhance the quality of teaching and learning, like:

1. Teachmint and Zoom are used to manage and post course-related information such as learning material, quizzes, lab submissions and evaluations, assignments, and so on.
2. Virtual labs are used to run labs using simulations.
3. The PPTs are enabled with animations and simulations to improve the effectiveness of the teaching-learning process.
4. The online learning environments are designed to train students in open problem-solving activities.
5. Lab manuals are mailed to students well in advance of the experiment being performed.
6. Teachers have used various online tools to teach mathematical subjects online, such as the whiteboard in the Zoom app, the share screen and whiteboard in the TeachMint app, and so on.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

2.3.3.1 - Number of mentors

28

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

2.4 - Teacher Profile and Quality

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

38

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

8

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

30

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The college has a transparent and robust evaluation process in terms of frequency and mode. In order to ensure transparency in internal assessment, the system of internal assessment must be communicated to the students well in advance. The principal and the person in charge of the department hold meetings with the faculties and direct them to ensure effective implementation of the evaluation process. Continuous evaluation is made through group discussions, unit tests, assignment submissions, field visits, / work, and Seminars Presentation. Unit tests are conducted regularly as per the schedule given in the academic calendar. The weightage for the unit tests varies as per the concerned faculty. The performance of the students is displayed on the Notice board and communicated to the students. Personal guidance is given to the poor-performing students after their assessment. Students appearing for the Second /third year are asked to deliver seminars on the concerned subject. Topics are

given by their teachers to the students to prepare for PowerPoint presentations.

For transparent and robust internal assessment, the following mechanisms are conducted:

1. Internal Examination Committee.
2. Question Paper Setting.
3. The conduct of the examination
4. Results display
5. Interaction with students regarding their internal assessment

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

A transparent, time-bound, and efficient method is being followed at GDC Memorial College in terms of dealing with internal examination-related grievances. Various internal examinations are being performed throughout the semester. Some examples are as follows:

Internal Assessments (Unit Test):

The faculty evaluates the test within a week. The evaluated answer sheets are shown to students in class, and faculty undertake individual grievances with a student on the paper if required by the student. At the end of the semester, the average marks of both unit tests are calculated and verified with the students.

Assignments:

The faculty evaluates assignments based on the department, which is also shared with the students. The department consists

of criteria such as timely submission, clarity, neatness, etc. The evaluated assignments are given back to students, thus maintaining the transparency of the marks assigned and resolving grievances.

Lab experiments:

The experiment performed in the lab by the student is immediately evaluated by the faculty, and performance marks are assigned based on the lab department designed by the faculty.

Blackboard Seminar:

The PG department of the college uses this method of assessment regularly.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The college has clearly stated the learning outcomes of the programmes and courses. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.

- Hard copies of the syllabus and learning outcomes are available in the departments for ready reference by the teachers and students.
- The importance of the learning outcomes has been communicated to the teachers in every IQAC meeting and College Committee meeting.
- The students are also made aware of the same through tutorial meetings.
- Workshops have also been conducted to develop the programme's educational objectives and learning outcomes at the college level.

The institution is running undergraduate (B.A., B.Sc., and B.Com.) and postgraduate (M.A. History, M.Sc. Geography, M.Sc.

Chemistry, M.Sc. Physics, M.Sc. Mathematics, and M.Com.) courses for the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

After measuring the attainment of POs, PSOs, and COs, it has been observed that the strength of the students as well as the passing percentage of the students are increasing progressively. Besides, students' progression to higher studies, that is, from undergrad to postgraduate, seems to be increasing consistently and rapidly in the last five years. In a similar way, the ratio of student placements is also increasing. We took the utmost care in measuring the level of attainment of POs, PSOs, and COs and followed formal as well as informal mechanisms for the measurement of the outcomes' attainment. Even so, we took feedback from all the stakeholders in this regard and tried to take the necessary steps accordingly.

Subsequently, the college took care of the attainment to measure the POs, PSOs, and COs and implemented the mechanism as follows:

1. The institute followed the academic calendar of our affiliated university.
2. All the subject teachers maintained an academic diary every academic year.
3. All the subject teachers prepared semester-wise evaluation reports.
4. The results evaluation reports were reviewed by the internal examination committee.
5. The institute considered feedback from the stakeholders for the attainment of PO, PSO, and CO.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

233

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://www.gdccollege.edu.in/miscellaneous-report.html>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

01

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

00

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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institute has created an ecosystem for research and innovation by recruiting and developing desirable human resources, taking the initiative for the creation and dissemination of knowledge, and establishing state-of-the-art infrastructure. The details are as follows:

1. **Promoting Innovation:** Students are encouraged to present their innovative working project models and products through the annual project contest.
2. **Human Resources:** To mentor and channel young minds, the institute recruits dynamic and highly qualified faculty. The institute has taken an initiative to encourage faculty members to pursue their Ph.D. work. Faculty are also encouraged to participate in various skill enhancement programmes funded by the government.
3. **Center of Excellence:** The faculty and students are encouraged to take up research and developmental activities by utilizing the existing resources.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

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

01

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

03

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

20

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

01

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students

to social issues, for their holistic development, and impact thereof during the year

The student volunteers visit neighbouring localities and conduct various activities regularly. Extension activities in the neighbourhood community in terms of impact and sensitizing students to social issues and holistic development during the last year. GDC Memorial College, Bahal organizes and participates in various extension activities with the dual objective of not only sensitizing the students about various social issues but also contributing to the community and strengthening community participation. The NSS college units take part in various initiatives, like

1. Swachh Bharat initiatives
2. Blood donation camps
3. Maa Saraswati Puja
4. Tree plantation
5. Yoga Activity
6. Blood donation camp
7. Tiranga relia

Events like the participation of the students who take up activities in collaboration with other agencies to spread awareness

India is the birthplace of yoga, and by participating in International Yoga Day, students become global stakeholders in ensuring a sound mind in a healthy body. Blood donation camp in collaboration with a blood bank Bhiwani has become a regular feature at the college, with students and staff donating blood for the cause.

Apart from this, there is the significance of clean surroundings, hygiene, sanitation in the neighbourhood, garbage disposal, and sensitizing the community at large to these vital issues. All these initiatives have gone a long way toward the holistic personality development personality of the participants in these programs. Blood donation camp strengthens the sense of empathy and compassion among donors and also instils in them a sense of commitment and ethical

responsibility.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

10

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

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

14

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1190

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

00

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

00

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college encompasses a well-maintained, lush green campus spread over 6.5 acres of land, ensuring adequate availability and optimal utilization of physical infrastructure for teaching and learning activities.

Classrooms: The college encompasses a sufficient number of well-furnished, well-ventilated, spacious classrooms for conducting theory classes.

Seminar Hall: The college has multiple seminar halls. These halls are regularly used for conducting national and international seminars at the college. The seminar hall is used for NSS online workshops and other activities from time to time.

Tutorial rooms: Separate tutorial rooms are available on the college campus for tutorial lectures, doubt clarification, and special remedial classes for weak and needy students.

Laboratories: All laboratories are well equipped with state-of-the-art equipment and facilities. All the laboratories are established as per UGC norms. These labs are utilized for conducting practical classes as per the requirements of the curriculum.

Central Library: Our central library (imsec.ac.in/campus/library) is fully computerized by automating the issue of books with a barcode reader. The library has 10084 books, 2643 book banks, and 4000 e-books

covering all major fields of science, commerce, and art (UG and PG). The library covers an area of 2608 square feet with a conference room and ample study space.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

The Institute, with its compulsory Core Courses and the continuous evaluation scheme, integrates sports and extracurricular activities as essential components. This is done not only for participation but also for the assessment of students.

It has adequate facilities for sports, games, and cultural activities. The total area of sports and games fields is 6 acres. GDC Campus has three large playgrounds with provision for multiple games, such as athletics, cricket, football, hockey, volleyball, basketball, kho-kho, etc.

Another field provides lawn tennis courts. Indoor and outdoor badminton courts, a gymnasium, and a swimming pool are available.

All faculties have well-equipped assembly halls for organizing annual functions and cultural events. The Vivekananda auditorium and the International Seminar Hall Complex host major cultural events.

National Independence Day and Republic Day are celebrated in the Institute by unfurling the national flag, followed by a guard of honor for the Chief Guest by NSS volunteers, an impressive march past of students of all faculties on the beats of the student band, and the organization of athletic events.

Students present cultural programmes on Convocation Day and at national and international conferences and festivals organized by the Institute.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

05

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

400033

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The Libraries at GDC Memorial College are integrated knowledge resource centers, comprising, a Central Library with 10084

books, 2643 book banks, and 4000 e-books covering all major fields of science, commerce, and art (undergraduate and postgraduate).

The library covers an area of 2608 square feet with a conference room and ample study space. The central library is air-conditioned. Excellent resources are available for self-learning at the Central Library. The library has a membership in the National Digital Library, too.

Seating for 105 students and teachers is available in the library. It is automated using the Integrated Library Management System (ILMS), which is computerized with Delnet Open Source Integrated Software. It also has access to DELNET under institutional membership.

The College Library building is centrally located, well laid out, and maintains the right atmosphere for learning. Library buildings have provisions for both individual and group studies. The library has an adequate number of terminals to facilitate searching/accessing electronic resources, web browsing, and other academic work. Provision has also been made to allow the downloading/printing of material from these resources.

It has excellent ICT infrastructure with adequate bandwidth for fast and seamless access to the Internet. It is also a member of DELNET.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

50601

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

46

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The institution has positively integrated IT facilities and broadband connection into all offices (like the registrar's office, IQAC room, IGNOU office, and NSS office), a college library, a computer lab, and a browsing center. The entire GDC campus has internet and wifi access.

The computer lab, which has 85 computers, and the mathematics lab, which has ten fully configured computers, is both well-equipped for students. Instead of the classroom, the computer labs and the seminar hall as well as the geography lab are well equipped with Wi-Fi, desktops, LANs, a projector, a PA system, etc.

The structural office facilities for the NAAC/IQAC Room are created with two desktops, and one computer and the IGNOU office has one computer and printer. The NSS office is also equipped with a computer and printer.

The Administrative Section has 4 computers with a Wi-Fi facility made available for day-to-day office use. The library is equipped with two computers and a laptop.

List of IT facilities

No of

Computer

105

Laptops

1

UPS with Battery (2kv)

4

UPS with Battery (3kv)

3

Printers and scanner

4 and 1

Printer with scanners

5

Barcode Scanner

1

Projector/Android Box/

3

Network Switches

10

Wi-fi Router

4

CCTV

8

Amplifiers, Speaker Units

1

Wireless Mike

1

Internet connection

50 Mbps

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

105

File Description	Documents
Upload any additional information	View File
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

288428

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The college ensures optimal allocation and utilization of the available financial resources for the maintenance and upkeep of different facilities.

Laboratories:

All laboratories are well-equipped with state-of-the-art equipment and facilities. All the laboratories are established as per UGC norms. These labs are utilized for conducting practical classes as per the requirements of the curriculum.

Central Library:

Our central library (imsec.ac.in/campus/library) is fully computerized by automating the issue of books with a barcode reader. The library has 10084 books, 2643 book banks, and 4000 e-books covering all major fields of science, commerce, and art (UG and PG). The library covers an area of 2608 sq. ft.

Game and Sports: Sports facilities have been established for various indoor and outdoor games like table tennis, swimming pools, judo halls, gyms, yoga centers, boxing, rifle shooting, badminton courts, handball courts, cricket nets, cricket grounds, athletics, kho-kho, Kabaddi, volleyball, basketball, football, etc.

Computers: -

1. Centralized computer laboratory was established to enrich the students.
2. ERP software is used for maintaining faculty and student details.
3. Each department has an appropriate computer for its requirements.

Classrooms: All classrooms are well-equipped with student tables and non-chalk whiteboards.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

159

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

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

20

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

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

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

35

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

5

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

07

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

65

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

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

government examinations)

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

08

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

02

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

GDC MEMORIAL COLLEGE, BAHAL

(NAAC ACCREDITED "B" GRADE)

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

LIST OF FUNCTIONAL COMMITTEES/CELLS/CLUBS (Session:2021-22)

Sr. No.

Name of the committee/Cell

Students representation

1

Discipline Committee

2

Cultural Committee

Yes

3

Library Committee

Yes

4

N.S.S. Cell

Yes

5

Red Cross

Yes

6

Time Table Committee

7

Sports Committee

Yes

8

CPC Cell

Yes

9

Press & Media Committee

Yes

10

Science Club

11

Ozone Club

12

Dharohar Club

13

Awareness Club

14

College Canteen/Refreshment

Yes

15

Women Cell

Yes

16

Notice Board Committee

Yes

17

Staff Club Committee

18

Bus Facility

19

Bus Pass (Haryana Roadways)

20

Hostel Committee

Yes

21

Photography

Yes

22

Advertisement Committee (All Types)

23

Prospectus Committee

24

Admission Form in Prospectus

25

Magazine Committee (All Type)

Yes

26

Literary Committee

27

Decoration Committee

Yes

28

Prize/ Memento/Lamp Lighting/Bouquet

Yes

29

Website Committee

30

Sexual Harassment Committee

Yes

31

College / Hostel Visit to Visitors

32

Anti Ragging Cell

Yes

33

Maintenance Committee

34

Invitation Committee (Any kind of Function / Seminar etc.)

Yes

35

Purchasing Committee

36

IQAC Committee

Yes

37

GD/ Debate/ Drama Activities

Yes

38

SC/ ST Committee

Yes

39

OBC Committee

Yes

40

Prevention of Caste Based Discrimination Committee

41

Grievance Redressal Cell

Yes

42

First Aid Cell

43

Personal Counseling Cell

44

Proctorial Board

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

02

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

NO.

Alumni Association is not registered

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The Institute has a strategy to state the vision and mission of the institution and defines the institution's distinctive characteristics in terms of addressing the needs of society, the students it seeks to serve, the institution's traditions

and value orientations, and its vision for the future:

Vision

- To empower the students through focused learning and research.
- To foster a world of joy through sharing and learning.
- To create and enhance teamwork and leadership qualities.
- To excel in interaction through the art of communication.
- To provide extension services to serve oneself and society.

Mission

- Knowledge is all Ambrosia
- Academic excellence with character development
- Enthusiasm is the propelling force behind our success.

The objectives of the higher education policies of the nation are clearly reflected in our mission of providing education to all by ensuring equity and increasing access to education. Inculcate a value system by ensuring that academic excellence leads to character development. The vision statement is reflected in all the institutional activities. The excellent teacher-student relationship is maintained to make teaching learner-oriented, and we believe in sharing and learning through peer teaching. Teamwork and leadership qualities are promoted by projects, seminars, group discussions, industrial visits, educational tours, etc. A wide range of extension activities are conducted, involving a large number of students, to sensitize them to societal issues and develop humane qualities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Administrative Decentralization

The principal gives directives to the department heads to

prepare the annual departmental budget. The HOD conducts a meeting with all the faculty members of the department and asks them to submit requirements along with relevant quotations, depending upon the needs of the syllabus and current industry trends. Further, the HOD prepares a consolidated report and submits it to the principal for approval. The principal consolidates the requirements of all the departments and forwards them to management for approval. The sanctioned budget from the management is received by the institute.

Academic Decentralization

There are 44 different committees with well-defined functions that give academic and administrative leadership to the college. Its responsibilities are

? Prepare the academic calendar before starting the semester with the approval of the rector.

? Track the syllabus completion of theory and lab for all the departments.

? To make arrangements for the conduct of examinations in conformity with the university's directives from time to time.

? To take active measures for the improvement of standards of teaching, research, and training.

? Maintaining discipline on campus.

? Maintain the minutes of the meeting.

? Organizing conferences and workshops.

Anti-Ragging, Grievance Redressal, and Discipline Committees take care of a healthy, enjoyable, and disciplined culture in the institute. It comprises the principal, HODs, senior faculty members, and student representatives. Various academic committees, like library committees, timetable committees, attendance monitoring committees, etc., take care of the day-to-day academic functioning of the institute.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The top management is highly responsive and plans in a meticulous manner to utilize the resources optimally. The empowered team of the principal, vice principal, IQAC members, teachers, and supporting staff and students helps in the design and implementation of quality policies and plans. The successful implementation of quality policies and plans is due to:

- Outstanding communication at all levels, one-to-one interaction
- Outstanding interpersonal relationships between the management and the head of the institution, and the head of the institution with staff and students.
- The principal of the institution believes in total transparency and participatory management involving all concerned individuals in the organization.
- The aforementioned criteria, as well as information feedback tools such as staff meetings, department heads' meetings, association meetings, student council meetings, examination committee meetings, and various activities, are organized by inviting notable individuals.
- Regular meetings of the local managing committee, college committee, and the managing committee.
- The management encourages staff to give suggestions for improving the efficiency of the institution. These are implemented on a priority basis.
- There is a sense of belonging among the staff and students due to the positive approach of the management.
- There are in-house committees involving every staff member.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Administrative Setup

Being an affiliated college, the institution has to follow the rules and regulations decided by the university to which it is affiliated. The institution was established by the HKC Foundation. For all important and significant academic and administrative matters, the institution must seek permission from management. The management of the institution consists of a president, a vice president, trustees, a secretary, and a treasurer. As the majority of administrative staff is employed on a regular basis, the principal takes all the important administrative decisions by consulting some senior faculty. A number of committees are formed for academic, administrative, co-curricular, sports, and extension activities.

The next level is made up of the teaching and non-teaching staff.

Teaching staff: The college has departments that are headed by in-charges, followed by other teaching staff members. The college also has a sports coach and a librarian.

Non-Teaching Staff: The Assistant Registrar heads the non-teaching staff, and all the other members like the Senior Assistants, Junior Assistants, Record Assistants, Office Subordinates, and Night Watchmen are placed under him.

Committees: The institution has the following committees to ensure the execution of all activities:

- Quality Assurance Activities
- Academic Activities
- Administrative Activities

- Extension Activities
- Career Guidance Activities
- Grievance Redressal Activities

Appointment, Service Rules, and Procedures: As the college is a self-financing institution, it follows all the service rules and procedures for recruitment and promotion as per the guidelines issued by the Department of Higher Education, the Government of Haryana, and the affiliated university (CBLU Bhiwani).

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution effectively implements welfare schemes for the teaching and non-teaching faculties. For the career development and advancement of both teaching and non-teaching staff, the College arranges schemes such as earned leave encashment, maternity leave, medical facility leave, leave on projects or

conferences, permission to attend orientation programs, and so on.

Besides the above, the following benefits are given to the teaching and non-teaching staff:

- To the staff to attend workshops and conferences both at the regional and national level.
- For children's education, free up to 10+2, the teaching and non-teaching staff have been stranded.
- The institution also receives provident funds for IV class employees, permission to attend the Faculty Development Programme, and maternity and paternity leave with salary.
- Wi-Fi facility for the staff inside the college campus
- Indoor games facilities are available for staff to relax and refresh physically and mentally, and a fraternity grand lunch is provided for all staff on the eve of the college's annual function.
- Financial support for the staff exposure programme and tour (both teaching and non-teaching). Recognition and Rewards
- Awards of excellence for teaching, research, and extension are given to deserving members of staff every year on Teacher's Day.
- Incentive in the form of a salary hike for the staff of the self-financed stream for completing their Ph.D. degree.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

0

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

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

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

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

0

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

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

There are two types of performance-based evaluation. The first is called the "PBAS [performance-based appraisal system]," and the second is called the "annual secret report." The PBAS provides feedback to the faculty member. It helps them understand the changing needs of students. All teaching faculty members fill out the prescribed format of the PBAS for self-appraisal. This system encourages them to give their best in both teaching and learning. The institution has a PBAS for the assessment of teaching staff. The appraisal report is based on the annual performance of the employee on the basis of their academic, research, and other extracurricular activities. This format [PBAS] is filled out by the employee in a given prescribed proforma, which includes all the above sets related to points and sub-points.

The format contains four main parts. Part-A: general instruction; Part-B: academic performance; Part-C: other related information [duly signed by the principal]; and Part-D: comment on the self-assessment management. The main part, i.e., Part B, consists of 4 categories.

Another type of evaluation is called the "secret report of the employee." It is filled by all the teaching and non-teaching employees. It generally has two parts. The first part is filled out by the employee. The last part is the evaluation by the principal. It is then sent to the management of the institute.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

The institution has established a mechanism for conducting internal and external audits of financial transactions every year to ensure financial compliance. Internal auditing is conducted half-yearly by the internal financial committee of the institution.

- The college budget includes recurring expenses such as salary, electricity, internet charges, maintenance costs, stationery, other consumable charges, etc., and non-recurring expenses like lab equipment purchases, furniture, and other development expenses.
- The expenses will be monitored by the accounts department as per the budget allocated by the management.
- The depreciation costs of various things purchased in the preceding years are also worked out.

Internal audit procedure

All vouchers are audited by an internal financial committee on a half-yearly basis. The expenses incurred under different heads of various departments are thoroughly checked by verifying the bills and vouchers. If any discrepancy is found, it is brought to the attention of the principal. The same process has been followed for the last five years.

External audit procedure:

The accounts of the college are audited by a chartered accountant regularly as per government rules. The auditor ensures that all payments are duly authorized after the audit, and the report is sent to management for review. The institution did not come across any major audit objections during the preceding years. The management and chartered

accountant both sign the audited statement.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

0

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

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

GDC Memorial College is known for its integrity, and it maintains a transparent and accountable financial management system. The Campus Treasurer System is introduced to regulate the financial process, prepare budgets, mobilise resources, monitor expenditures, maintain accounts, and conduct internal verification and external audits. With its ability to mobilize resources from different sources for new programmes, research, extension, infrastructure, student welfare, and staff career advancements, the college is able to implement various quality enhancement activities.

Mobilization of Funds:

The college mobilises funds as per the policy and procedure enacted by the management. The process is monitored by the finance committee under the chairmanship of the principal. The college receives funds from the following sources:

- Fees collected from the students of self-financed streams
- Various funds received from funding agencies such as ICHR, DST,
- Government Scholarships for SC and OBC Students
- Renting of the college's infrastructure for conducting government exams and other
- Endowments for Exams

Utilization of Resources:

- Disbursement of staff salary
- Infrastructure augmentation, such as the construction and renovation of classrooms,
- Installation of solar panels, waste management units, plantations of trees, the laying of paver blocks, and roads. Hostel maintenance
- Library resources
- ERP and ICT improvement
- Software and equipment purchases
- Organizing Seminars and Endowments Lectures, conferences, workshops, and training programmes career development programmes and faculty empowerment programmes for staff.
- people Welfare measures for teaching and non-teaching staff

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

IQAC is one of the major policy-making and implementing units in our college. It strives hard for upgrading the college infrastructure and all support facilities to meet the standards of higher education and the growing need of students. It assesses and suggests the parameters of quality education. The IQAC at GDC was constituted on 9th September 2017. Since then,

it has been performing the following tasks on a regular basis:

1. Improvement in quality of teaching and research by regular inputs to all concerned based on feedback from students.
2. Providing inputs for best practices in administration for efficient resource utilization and better services to students and staff.
3. Providing inputs for Academic and Administrative Audit and analysis of results for improvement in areas found weak.

Students and staff give their feedback and suggestions on teaching and administrative performance through the Suggestion Box located in the GDC Memorial College, or through email to the Coordinator, IQAC at iqac@gdccollege.edu.in.

The IQAC has immensely contributed to the implementation of quality assurance strategies and processes at all levels.

The Institute IQAC regularly meets every four months.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

IQAC periodically reviews the teaching-learning process, structures and methodologies of operations, and learning outcomes.

Academic Calendar: Based on the university academic calendar, the institute schedules the academic calendar well in advance at the start of the year with ample time for not only the regular teaching-learning process but also to accommodate the various events like seminars, guest lectures, workshops, FDPs, hands-on series and many more.

Preparation of lesson plans for each semester: The lesson plans are prepared by the faculty members for all the subjects they

teach in that particular semester. Enriching the curriculum with guest lectures, industrial visits, and internships

Daily lecture Every day:faculty prepares and submits lecture details, as well as the topic covered, to an online portal.

Evaluation of teachers by students: The institution has a feedback system for evaluating teachers by students. The regular evaluation of the teachers by the students, feedback on teaching methodologies, course delivery, attitude, strengths and weaknesses, and difficulties faced in the subject give a clear idea about the problems faced by the students.

Student learning outcomes: The institute monitors the performance of the students regularly. The following points are adopted by the institute in this context:

- Regular class tests and interactions
- Semester system of examination for all courses
- Timely redressal of students' grievances
- Each semester, at least 75% attendance is required.
- Extra classes for weak students to solve their problems

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

For the promotion of gender equity during the year, the following was initiated by the institution::

Equal participation of female candidates is ensured in each event organized by the institute.

National Women's Day was celebrated by the institute, and various events like the Mehandi competition, poem recitation, poster making, etc. were organized by the women's cell.

Self-defense programmes are organized by the institute to create awareness concerning the safety of girls.

Women faculty are nominated on the basis of their ability, as heads of departments and conveners of various committees, discharging their duties efficiently without any gender bias.

The Women's Cell, Counseling Cell, and Sexual Harassment Committee look after the objective of sensitizing and equipping students with issues related to gender sensitization, women's empowerment, etc.

The institute provides maternity and childcare leaves to female faculty members.

Physical workout facilities are provided for students in the girls' and boys' hostels separately.

The Proctor Committee ensures campus safety and security by installing CCTV cameras and providing round-the-clock security. Security guards are also available at girl's hostels. Glass panes at eye level have been installed on the doors of faculty rooms and offices.

A separate common room is available for girls.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Both biodegradable and non-biodegradable waste are hazardous to humans, other organisms, and their environments. Thus, the correct treatment of waste must be done. Several techniques are facilitated by the institute for the management of degradable and non-degradable waste. The three "Rs"—recycle, reuse, and reduce—system is used to manage waste. The institute has different dustbins to segregate the different wastes, like solids, liquids, etc. There are committees that deal with the minimization of waste. Every day, the waste is collected in

bins and disposed of in a place where it can be converted into manure.

In every session, the NSS unit of this institute organize a seven-day camp called "Swachta Abhiyan" in Patwan village to create awareness about waste management and keeping the environment clean. Other events held by the institute include Cleanliness, Paryavaran Bachao-Jivan Bacchao, Tobacco Free Campus, waste disposal training programs, and so on. It was stressed that we should avoid plastic items to the best possible extent. For solid waste management, different bins have been placed in different departments and all over campus. The institute also facilitates wastewater treatment plants, where wastewater is collected and treated before being reused for various purposes.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles

A. Any 4 or All of the above

- 3. Pedestrian-friendly pathways**
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

C. Any 2 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for

B. Any 3 of the above

enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

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

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

1. Several programmes are conducted by the institute to provide an inclusive environment for students. The institute has conducted programmes in nearby villages to increase their environmental and ethical awareness. Lectures are delivered on the occasion of World Environment Day, World Anti-Drug Day, Constitution Day, Shahidi Diwas, etc. to enable a holistic environment for student development. The Institute has always been at the forefront of sensitizing students to the cultural, regional, linguistic, communal, and socio-economic diversities of the state and the nation.

2. By providing a barrier-free environment, needed facilities, and human and technological assistance, the department takes continuous efforts to make the differently abled feel included in every part of the college's activities. The department has revised the curriculum with the inclusion of topics related to human rights, peace, tolerance, love, compassion, harmony, the promotion of social values, awareness of environmental protection, and ethics.

3. Constitution Day was celebrated on November 26, 2021, with staff and students. The institute also organizes various cultural programmes to celebrate the cultural diversity of India. Students from various regional and cultural backgrounds participate in such programmes and present their regional or cultural folk songs and dances.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

1. Every year, the institute organizes various programmes to create awareness among students and staff to become responsible citizens of the country by sensitizing them to the constitution of the country. The Institute launched the Plantation Program on "World Environment Day," wherein the focus does not stop with the sound academic foundation of the student community but moves a step forward to develop them as better citizens of the country. As responsible citizens of the country, the students are motivated to take part in various activities of the college, like the blood donation camp that was organized on June 21, 2022, on the occasion of International Yoga Day, where 112 units of blood were collected by the Blood Bank, Bhiwani.

2. The students are encouraged to participate in activities aimed at spreading awareness among citizens on social issues like road safety. The institute's road safety club organized a poster-making competition to raise awareness about road safety rules that the Indian public should follow. Students are made aware of the code of ethics, human values, rights, duties, and responsibilities as a citizen of India during induction as well as other programmes throughout the year.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and

B. Any 3 of the above

conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

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

The institute believes in maintaining harmony and a healthy work environment in order to instill in students a sense of national pride and rich cultural heritage through the celebration of national and international commemorative days such as International Women's Day, Independence Day, Republic Day, Constitution Day, and so on. The events and festivals organized at college are often celebrated with great pomp and gaiety. Independence Day and Republic Day are celebrated by organizing activities highlighting the struggle for freedom and the importance of the Indian Constitution. The celebration is attended by students, teaching and non-teaching staff, invitees, guests, and attendees. Flag hosting with the national anthem and oath of national integrity, followed by the distribution of sweets, is the regular decorum of the program.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

1. To encourage research activities among faculty members and students, a national or international conference is organized every year by the institute. It promotes research activity in the streams of science, commerce, and the arts. It also facilitates research publications. The national seminar was organized by the department of history with the sponsorship of the ICHR (Indian Council of Historical Research, New Delhi). Students also prepare research articles in the form of self-study papers and dissertation work as part of their curriculum under the guidance of teachers. These articles are checked by external examiners and have gone through viva-voce. This practise develops research skills among students.

2. The college enhances computer-based skills that are helpful to students in the preparation of PowerPoint presentations, research papers, and online courses like SWYAM, NPTEL, Coursera, etc. Monthly seminars uplift the confidence, skill, and personality of PG students. Assignments are given in the form of board presentations to UG students. Fieldwork programmes are organized by the college to create interest and increase the practical knowledge of students in various fields. A projector facility is provided by the institute to make teaching more effective and interesting.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The aim of our institute is to provide quality education as well as believe in the overall development of students, which includes learning how to interact with other people, and being aware of social, environmental, and gender issues and inequities in society. We provide an opportunity for every student and staff member to contribute to making the society in which they live a better place and to grow as better individuals. For this purpose, various committees are there to look after the students' activities.

Students undergo a one-month summer training programme in the field of chemistry at an industry, academic, and research institute, which helps them learn the latest technologies, skills, and methodologies to build a strong foundation for their career development. The Career Placement Cell assists students in appearing in interviews and competitive exams held by various companies from time to time. Many students have gotten placements in companies through this cell.

Faculty members are regularly appointed to reputed committees like "The Board of Studies of CBLU," "Syllabus Revision," "Examination," and other professional bodies. Our college has consistently given top university rankings and good results throughout the year. There are many students from various departments who have qualified for eligibility tests like NET, GATE, JRF, SSC, etc.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The future plans of Action for next Academic year:

1. To Organize NAAC Sponsored National Level Seminar.
2. Organize various student and faculty development programmes.
3. To motivate PG students regarding the NET/SLET examination.

4. To Start B.Sc. Agricultural Programme in Medium English.
5. To recruit and retain well-qualified motivated faculty.
6. To get funded for research projects
7. To maintain academic quality and excellence
8. To submit proposals to funding agencies for the Research & Modernization of Laboratories
9. To further strengthen the ICT
10. Conducting programmes to encourage and support students to start their own business ventures.
11. The institution plans to focus more on research and Development in the next Academic year by increasing the publications by faculty.
12. Conducting activities to hone the creative skills of students and provide a platform to display their creativity
13. Initiatives for an ecofriendly learning space
14. Conducting student-focused academic and skills development activities