Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**INDIRA GANDHI NATIONAL COLLEGE**
Name of the head of the Institution	**Dr. Hari Parkash Sharma**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01744260334**
Mobile no.	**9416252351**
Registered Email	**igncollege@gmail.com**
Alternate Email	**iqacteam@gmail.com**
Address	**VILL. DHANORA JATTAN, BLOCK LADWA, DISTT. KURUKSHETRA, HARYANA**
City/Town	**LADWA DISTT. KURUKSHETRA**
State/UT	**Haryana**
Pincode	**136132**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**DR. SANDEEP BANSAL**
Phone no/Alternate Phone no.	**01744260334**
Mobile no.	**9896000133**
Registered Email	**iqacteam@gmail.com**
Alternate Email	**profsandeepbansal@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.igncollege.ac.in/information/aqar/

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.igncollege.ac.in/academics/

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**73.05**	**2003**	**21-Mar-2003**	**20-Mar-2008**

6. Date of Establishment of IQAC	**10-Jul-2004**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Conducted and analyzed	**08-Nov-2019**	**382**

the Students	30	
Reconstitution of NCC and NSS units. New NSS In-charge (Programme Officer) was appointed and new Volunteers and Cadets were enrolled in both units. The vigorous and creative involvement of both these units was evident from the various programmes conduc	16-Jul-2018 30	159
Initiated academic counselling of students at the time of admission to help them select the right combination of subjects keeping in view their academic aptitude, innate potential and future career prospects.	18-Jun-2018 28	400
Conducted Orientation Programme for Freshmen, i.e. students of 1st semester, of B.A./B.Com & B.Sc. courses to inform the students about the various activities to be performed in the college during the Academic year viz. NCC, NSS & Sports activities e	02-Aug-2018 1	150
Conducted regular meetings of Internal Quality Assurance Cell for better monitoring of quality initiatives taken up for the welfare of students and society	23-Oct-2018 1	11
Conducted regular meetings of Internal Quality Assurance Cell for better monitoring of quality initiatives taken up for the welfare of students and society	26-Nov-2018 1	10
Conducted regular meetings of Internal Quality Assurance Cell for better monitoring of quality initiatives taken up for the welfare of students and society	03-Jan-2019 1	11
Conducted regular meetings of Internal	15-Apr-2019 1	10

Quality Assurance Cell for better monitoring of quality initiatives taken up for the welfare of students and society (Two Meetings)		
Conducted regular meetings of Internal Quality Assurance Cell for better monitoring of quality initiatives taken up for the welfare of students and society	20-May-2019 1	10
Conducted regular meetings of Internal Quality Assurance Cell for better monitoring of quality initiatives taken up for the welfare of students and society	04-Jun-2019 1	11
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
INSTITUTION	National Seminar organised by Sanskrit Department	Haryana Sanskrit Academy, Panchkula	2018 1	37960
INSTITUTION	7th Ratnavali Saang Mahotsav organized by the Deptt. Of Youth & Cultural Affairs	KUK	2018 4	150000
INSTITUTION	SALARY	STATE GOVENMENT	2018 365	36900000
INSTITUTION	WOMEN HOSTEL	UGC	2018 365	439169
INSTITUTION	DEVELOPMENT of SPORTS INFRASTRUCTURE (11th Plan Final Instalment)	UGC	2018 365	749621
INSTITUTION	NSS	DGHE	2018 365	88500
INSTITUTION	National	DGHE	2018	100000

	Seminar on MOOCs		2	
INSTITUTION	National Seminar on Road Safety	TRANSPORT DEPARTMENT HARYANA	2018 1	50000
INSTITUTION	National Seminar organized by Commerce Deptt.	DGHE	2018 1	50000
INSTITUTION	Inter-Collegiate State Tournament Championship 2018	DGHE	2018 4	400000
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**6**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

Conducted Periodical Meetings of different cells in order to apprise and facilitate the students for social and academic activities.

Motivated the faculty members to participate and present papers in National and International Seminars, Workshops, Orientation Programme, Refresher Course, Short Term Courses and encouraged them for research activities.

IQAC proposed to organize National and State level Seminars and Workshops. Acting on the initiative of IQAC, a Two Days InterDisciplinary National Workshop on "MOOCs and Open Educational Resources" and a One Day National Seminar on Road Safety in India: Issues and Challenges were organized on the college campus. A One day National Seminar on "Business Sustainability in changing business economic Scenario and a One day National Seminar on Sanskrit Vangmay mein Lok Chetna ke Vivid Aayaam" were also organised in the College.

IQAC stressed upon the revamping of the Alumni Association. Acting on this constructive mission the Alumni Association of the college conducted the Alumni Meet on 26th May, 2019.

IQAC advised different departments and cells to organize various extension activities, lectures by expert resource persons, cocurricular activities and Community Service Activities etc.

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

Plan of Action	Achivements/Outcomes
To ensure completion of syllabus of various classes in time	The syllabi of classes were completed well in time. Lesson Planswere prepared and uploaded on the college website.The requisite feedback of the Studentsrevealed that most of them agreed on the question of timely completion of syllabus.
[View File](#)	

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Governing Body of Indira Gandhi National College, Ladwa	02-Sep-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No

16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	2019

Date of Submission	10-Jan-2019

17. Does the Institution have Management Information System ?	Yes

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	The College is using partial MIS. The modules used are: 1. Accounts: Tally ERP9 2. Library Management System: KOHA 3. Fee Management Software: Software

Solution Provider, Yamuna nagar 4. Online Admission system: ERP created by Director General Higher Education, Haryana 5. Online Examination form, Internal Assessment and Declaration of Result of the students: Module created by Kurukshetra University, Kurukshetra 6. SMS Alert services 7. Feedback from various Stakeholders: Online Feedback collected and analysed through Google forms

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Being affiliated with Kurukshetra University Kurukshetra, Indira Gandhi National College follows the course curriculum designed by Kurukshetra University Kurukshetra for various streams. The college follows the academic calendar in accordance with Kurukshetra University. The institution has developed a structured and effective implementation of the curriculum. Based on the University calendar, the college plans its various activities of different departments and cells, which are followed by each department and cell respectively. Principal holds a meeting at the beginning of the academic year to finalize the plan of action for transacting the curriculum with the help of lesson plan and formulating guidelines for various activities. The departments chalk out Course Outcomes (COs), Program Outcomes (POs) and Program Specific Outcomes (PSOs). Lesson plan is prepared by respective faculty members at the beginning of each semester and uploaded on the website of the college. It gives an insight to the students and teachers how the lecture class will be handled throughout the semester. A proper time table is made and displayed on the notice boards keeping in view the availability of faculty and students and implemented properly. An orientation programme is conducted during the first week of the session. The objective is to acclimatise the freshmen with the new surroundings and develop a sense of bonding with their fellow students and teachers. It helps them understand their responsibility towards various social issues and imbibe humanitarian values to become responsible citizens. The orientation programme is conducive to develop a fruitful teaching-learning experience. The teachers identify the slow learners and fast learners through direct and indirect assessment and chalk out a plan to work on their weaknesses and strengthen their innate potential. Time to time meeting is held by HOD's of various departments with their colleagues to discuss the progress and further plan of action for their respective departments. The Career Guidance Cell of the college provides career counselling and orientation to the students for different job prospects. The mentors assigned to the students interact with them and help them to understand and resolve their academic and other difficulties. Teachers use interactive boards, projectors as technical aids to impart knowledge to the students. The college believes in providing its students access to various sources of knowledge for effective learning and therefore, not confining it within the peripheral boundaries of the class room.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene	Skill Development

urship

| 0 | 0 | 30/06/2019 | 0 | 0 | 0 |

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	0	30/06/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	0	30/06/2019

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
0	30/06/2019	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Medical - Study of Local invertebrate Fanna	8
BSc	Medical - Study of Local Vertebrate Fanna	2
BSc	Medical- Visit to Fish Farm to study the methods of Fish culture	3
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Focusing on the overall development of the institution and assessing the relevance and appropriateness of the curricula to cater to the requirements of the society, economy and environment, I.G.N. College has developed the practice of collecting feedback from different stake holders including students, teachers, employers, alumni and parents. The objective is to enhance the performance of the institution by taking into consideration the responses of various stakeholders on the curriculum, teaching schedules, teaching tools, students' assessment and learning outcomes for taking constructive measures for further improvements. An online feedback from a random selection of 380 students from various streams of the college was taken to assess their responses on the various issues like—curriculum transaction and assessment teachers' behaviour and communicative skills and learning exposures provided to students through field visits and educational tours. The analysis and interpretation of the feedback received from the students resulted in the following outcome: Most of the students (80 to 91 percent) agree that teachers discuss the topics in detail and cover the entire syllabus teachers communicate clearly and effectively while transacting the curriculum teachers encourage the students for participation and discussion in the class teachers have amiable and cooperative attitude towards the students teachers take their class tests and assignments regularly teachers pay special attention to academically weak students and the books and reading material are available in the library as per requirement of the curriculum. Few students (6 to 10 percent) do not agree with the statements whereas some students (3 to 10 percent) are not sure. The feedback regarding the learning exposure of the students shows that 68 percent of the students agree that teachers take active interest in arranging field visit, educational tours for the enhancement of learning. 20 percent of the students do not agree with the statement whereas 12 percent of the students are not sure. An online feedback from the teaching faculty (25 teachers) of the college was taken to assess their views on the various issues. Most of the teachers (73 to 92 percent) agree on the following facts: quality measures adopted by the college administration to promote the growth of teaching faculty the teaching staff exhibits a cooperative and harmonious unity while executing academic tasks adequate infrastructure for the application of various IT Tools and advanced library facilities. Few teachers (4 to 18 percent) show their disagreement with the statements and some of the teachers (4 to 15 percent) show a neutral response. An online feedback of the Alumni of the college was taken from a random selection of 101 alumni. 88 percent of the alumni show their agreement on the following issues: the relevance of curriculum, upkeep of infrastructure, laboratory facilities and workmanship of teaching and non-teaching staff whereas 12 percent of them show their disagreement. An online feedback of the parents of the college students was taken from a random selection of 113 parents inviting their valuable responses on the issues like—administrative, academic and infrastructural facilities given to their wards by the institute.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Arts	400	284	284
BCom	Commerce	140	78	78
BSc	Non-Medical and Medical	145	55	55
BCA	Computer	40	0	0

BLibISc	Library & Inf.Sc.	25	0	0
MA	English	35	0	0
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1050	0	25	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
25	0	0	0	1	0
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The Institution has students mentoring system in order to assist them in comprehending and resolving their academic and other difficulties, apprise the students about College activities and to guide them for participation in various activities. For the accomplishment of this objective the College organises assembly for freshmen and constitute Mentor groups to develop homely relationship between students and teachers. The College organised Fresher's Assembly and Orientation Programme on August 02, 2018. The In charges of various activities like NCC, NSS, Cultural, Sports, Library, Women Cell, Career Guidance Cell, Legal Literacy Cell, Anti Ragging Cell, Editorial Board, Red Cross etc. apprised the students about the norms, eligibility conditions and the benefits of these activities in their career building. The students were acquainted with the benefit of weightage in marks on the basis of activities like NSS, NCC, and Sports etc. for higher studies. The College Librarian informed the students about the methods of using library facilities like the process of issuing books from college library. The Chief Editor of College Magazine highlighted the value of creative writing to the students. She informed the students that in order to inculcate the habit of regular writing among the students the college publishes a College Magazine Haryana Rashmi. The magazine includes constructive and creative pieces of writing by talented students. The editor also emphasized the value of original and authentic writing and acquainted the students about the dangers involved in plagiarism. The teaching staff acquainted the students with the role of various activities in their personality development. They motivated the students to join and actively participate in these activities. The Mentor Mentee groups were created on 11-09-2018 for the session 2018-19 in order to build a healthy relationship and rapport between students and teachers. The college organized meetings of Mentor Mentees on September 29, 2018 and October 01, 2018 to guide and counsel the students. The Mentees were directed to meet and interact with their mentors before examinations on October 08, 2018 to receive the requisite guidance regarding their difficulties and problems. The subsequent meetings for this purpose were held on November, 02 and 03, 2018 and February, 11 and 12, 2019.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1050	25	1:42

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
28	24	4	1	21

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Niti Goyal (National Level)	Assistant Professor	Recognition Letter given by Green Earth (NGO at Kurukshetra) for awareness rally on water conservation and against polythene use and burning.

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	501–506	5th	19/12/2018	22/02/2019

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

Response: The University adopted the Semester System of teaching in 2011 as recommended by the UGC. Teachers interact with students in their initial lectures and assess them for grouping into Advanced Learners and Slow Learners. On the basis of this assessment the teachers provide them the required academic tasks like Class Tests, Assignments, Presentations and Group Discussion etc. The college takes Internal Assessment of 20 marks. It ensures complete transparency in this entire internal evaluation. For this objective the Examination Committee of college assigns a schedule of class tests and submission of Assignments within a particular time frame. In accordance with the guidelines of the Examination Committee the teaching staffs takes the assignments from the students and conduct the assessment tests. After proper evaluation, the assignments are thoroughly discussed with the students and teachers motivate the students to correct their mistakes and improve their performance.

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

The university published the Academic Calendar containing the schedule of admission and duration of terms and vacations, admission procedure and regulations other eligibility conditions, examinations, list of holidays, and other information prior to the beginning of the academic session. The academic

calendar of the institution, given in the college prospectus, mentioned the period of term-end / semester examinations. The college strictly adheres to the time schedule laid down by the academic calendar. For each course, the respective teachers follow the pattern guidelines issued by Kurukshetra University, Kurukshetra. The college assigns two home assignments and one class test to the students in each semester. The criteria for the preparation of internal assessment are given below: Two handwritten Assignment : 50 percent One Class Test : 25 percent Attendance : 25 percent Marks for Attendance are given as under: (i) 91 percent onwards : 5 Marks (ii) 81 to 90 percent : 4 Marks (iii) 75 to 80 percent : 3 Marks (iv) 70 to 74 percent : 2 Marks and (v) 65 to 69 percent : 1 Mark For students engaged in co-curricular activities of the college / authenticated medical ground duly approved by the college Principal. The University allows the re-evaluation of answer books and candidates can also get and inspect the photocopies of their answer books. The College encourages teachers and students to have an interactive and open teaching-learning environment wherein the students' grievances with reference to evaluation are redressed internally and amicably. The college ensures transparency and resolves discrepancies in all the activities conducted at different levels.

2.6 – Student Performance and Learning Outcomes

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

https://www.igncollege.ac.in/po-pso-co/

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UG	BCom	COMMERCE	91	69	75.82
UG	BSc	SCIENCE	65	37	56.92
UG	BA	ART	168	73	43.45
UG	BCA	COMPUTER	2	0	0
PG	MA	ENGLISH	5	2	40
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2.7 – Student Satisfaction Survey

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

https://docs.google.com/forms/d/1-_YNJanmbtX7tDdF8IARlnGeaFlM6my1qjqxs1Li8iY/edit#responses

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	0	NA	0	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Nil	Nil	30/06/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	30/06/2019	Nil

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	30/06/2019

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	COMMERCE	1	6.78
International	CHEMISTRY	1	.27
International	LIBRARY	1	.25

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

Department	Number of Publication
LIBRARY AND INFORMATION SCIENCE	1

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	2019	0	Nil	0

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	2019	0	0	0

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	36	0	0
Presented papers	9	35	0	0
Resource persons	1	6	0	0

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
"Ratnawali Yuva Saang Mahotsav, 2018-19" (Yamunanagar Zone) was organized at nearby villages—Mathana and Budha from 27 February to 2 March 2019.	Youth and Cultural Committee	6	40
Community services to Village Dhanora to create awareness among School Children regarding nutrition education, adulteration, excessive use of pesticide and harmful effects of plastic on 09 October, 2018.	Home Science Deptt.	1	25
Road Safety Awareness Lecture During NSS Camp at Govt. School Dhanora on January, 07, 2019	NSS Cell Road Safety Club	3	55

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NCC cadets participated in Independence Day celebration on 15th August, 2018 and Republic Day celebration on 26th January, 2019	Second and Third prize in Drill respectively	Sub- Divisional Magistrate, Ladwa	37

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
District Level Essay Writing Competition	Haryana State Council for Science and Technology	District level science essay writing competition at University college, Kurukshetra on October, 05, 2018	2	10
Inter-District Level Science Exhibition	Department of Higher Education, Haryana	Project display competition at Govt. College chachrauli, Yamunanagar on February, 01-02, 2019	2	2
Awareness Programme	CHC, Ladwa	One day Awareness programme about Communicable, non-communicable diseases and AIDS on March, 16, 2019	2	90
A.I.D.S Control Society (HSACS)	Kurukshetra University Kurukshetra	One day training workshop of nodal officer and peer educators of Red Ribbon	1	4
Swachh Bharat Summer Interenship	Director General Higher Education,	An 100 hours Awareness-cum-Physical work	1	5

Panchkula	in nearby villages during summer		

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	0

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Sharing of Research Facility	Sponsorship of a seminar	Haryana Sanskrit Academy, Panchkula	04/02/2019	04/02/2019	112

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
N.A.	30/06/2019	Nil	0

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1.1	1.13

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added

Others	Newly Added

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KOHA	Fully	19.05	2012

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	38369	1761812	409	59894	38778	1821706
Reference Books	264	65873	2	630	266	66503
Journals	0	0	30	15890	30	15890
e-Journals	0	0	6237	5900	6237	5900
CD & Video	0	0	100	0	100	0
e-Books	0	0	3135809	0	3135809	0

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	30/06/2019

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	45	35	3	2	0	5	11	100	0
Added	0	0	0	0	0	0	0	0	0
Total	45	35	3	2	0	5	11	100	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	https://www.igncollege.ac.in/iqac/

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year			
Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
2	2.01	5	5.92

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

The college ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities. Meetings of various committees constituted for this purpose, are held regularly. Adequate in-house staff is employed to maintain hygiene, cleanliness, and infrastructure on the campus so as to provide a congenial learning environment. Classrooms, Staffroom, Seminar hall, Auditorium, and Laboratories, etc are cleaned and maintained regularly. Washrooms and restrooms are well maintained. Dustbins are placed at various locations on the campus. The Green Cover of the campus is well maintained by a full-time gardener. There is an adequate parking facility on the college campus. The college hires various professionals to like—technicians, masons, plumber, carpenter etc. to ensure the maintenance and upkeep of the college infrastructure. Laboratories: The college has well-equipped Laboratories which are maintained by lab technicians and supervised by the concerned HOD. Every department maintains a stock register for the available equipment and other related materials. If there is fault in any equipment, the concerned HOD makes recommendations through proper channel and services of outside experts are taken. Library: The Library is run by the librarian and other helping staff. Online books, magazines, digitalization computer facilities are available in the library. The library committee is constituted for the proper maintenance and functioning of the library. The requirement and list of books is taken from different departments and HODs. The finalized list of required books is purchased after the approval of the Principal. To ensure timely return of books, 'No Dues Slip' is mandatory for students before appearing in the examination. The proper account of visitors (students and staff) on a daily basis is maintained. Other issues such as weeding out of old titles, schedule of issue/ return of books, etc are chalked out / resolved by the library committee. Sports: The college games and sports activities are run by the Physical Education Deptt. of the college. This department also bears the responsibility for the maintenance and expansion of existing sports facilities. A full-time Ground man is appointed for the maintenance of ground and Sports equipment. The college has a Basketball Court with floodlights, 400 mtrs. grassy standard track, Cricket ground with concrete practice pitch, Volleyball Court, Kabbadi Court, and Badminton indoor court. The College provides basic established sports facilities to surrounding sportsmen in the evening session. Computers: College has a centralized computer laboratory with a sufficient number of computers. A full-time technician who is an expert in computer software and hardware is appointed to maintain the computers and other equipment of the lab. As and when required, outside experts are hired for their services on the recommendation of the computer lab in charge. Classrooms and Seminar Hall: College has classrooms, an auditorium, seminar hall, and staff room with sufficient sitting capacity.

https://www.igncollege.ac.in/iqac/

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	**SPORTS**	**21**	**110134**
Financial Support from Other Sources			
a) National	**SC,BC,DR. RADHA KRISHAN FOUNDATION AND GIRL STUDENTS**	**644**	**2709295**
b)International	**NIL**	**0**	**0**
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
PERSONAL COUNSELLING AND MENTORING	**11/09/2018**	**1050**	**ALL FACULTY MEMBERS**
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	**Career Guidance and Counselling**	**0**	**70**	**0**	**1**
2019	**Career Guidance and Counselling**	**0**	**66**	**0**	**0**
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	**2**	**7**

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Nil	**0**	**0**	**Govt. PG College,**	**30**	**1**

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	3	M.A.	English	List Attached	List Attached
2019	11	B.Sc.	Science	List Attached	List Attached
2019	18	B.Com.	Commerce	List Attached	List Attached
2019	20	B.A.	ARTS	List Attached	List Attached

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	4

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

Activity	Level	Number of Participants
Cultural: Ratnawali Yuva Saang Mahotsav, 27-28 Feb. and 01-02, March, 2019	Zonal Level (Yamunanagar)	40
Cultural: Talent Show Competition from 06 to 08, Sept., 2018.	Intra College	92
Sports: Haryana State Volleyball (Men and Women) Championship from 13 to 16 Feb, 2019.	State	244
Sports: Kurukshetra University Inter-Collegiate (Men) Cricket Zone-C Tournament from 2 to 4 Nov., 2018.	Zonal Level	84

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student

2018	Silver	National	1	0	1545920002	Sneha
2019	Bronze	National	1	0	160148	Akshay
			View File			

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

As per the Guidelines issued by the Higher Education Department Haryana, Chandigarh, the student council has been constituted for the participation of students in academic and administrational activities of the Institution. The process finds recommendation because most of the students at college and university level are voters and they can be a part of Indian election system and strengthen the Indian democracy. In the college the Student Council Elections were held on October, 17, 2018 as per the guidelines issued by the government and Kurukshetra University Kurukshetra. The Elections were held smoothly with the cooperation of all the members of Teaching and Non-Teaching Staff. To involve the members of student council in various activities like sports, NSS, NCC, Cultural etc. The students (Boys and Girls) have been nominated. They include students (boys and girls) from various activities as recommended by the in-charge of concerning activities in the colleges. The students are Dilbagh Singh, B.A.III, 160043 [NSS], Manpreet Singh, B.A. III, 160042 [NCC], Rajan, B.A.-I, 2281410048 [Sports], Shiv Kumar, B.Sc. III, 161560 [Academics] and Tanu Verma, B.A. III, 160319 [Cultural]. The office bearers and members of student council helped the institute to conduct the programme Pariksha pe Charcha on January, 29th, 2019 on the College Campus. A maximum number of college students were benefitted by this programme. GENERAL STUDENTS COUNCIL SESSION 2018-19 Sr. No. Name, Class, Roll no. Post 1. Bhawna Rani, B.Sc. III, 161423 President 2. Kajal, B.A. III, 160304 Vice President 3. Ravi Yadav, B.Sc. I, 2281610020 Secretary 4 Sahil, B. Com. I, 2281510021 Joint Secretary Executive Members 1. Arzoo, B.Com. II, 1546020036 Executive Member 2. Sonam, BCA-II, 1546320001 Executive Member 3. Deepak Kr., B.Sc. II, 1546110005 Executive Member 4. Sandeep Kaur, B.Com. III, 16104 Executive Member 5. Reshu, B.A. II, 1545920040 Executive Member Class Representatives 1. Navneet Kaur Cheema, M.A.(F), 1546420002 Class Representative 2. Rahul Saini, B.A.-I, 2281410061 Class Representative Nominated Members 1. Dilbagh Singh, B.A.III, 160043 Nominated Member 2. Manpreet Singh, B.A. III, 160042 Nominated Member 3. Rajan, B.A.-I, 2281410048 Nominated Member 4. Shiv Kumar, B.Sc. III, 161560 Nominated Member 5. Tanu Verma, B.A. III, 160319 Nominated Member

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

383

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

113000

5.4.4 – Meetings/activities organized by Alumni Association :

5.4.4 Meetings/activities organized by Alumni Association: Pursuing the culture of establishing a rejuvenating and exalting reunion, Indira Gandhi National College, Ladwa organized an Alumni Meet of the former students of the institute on 26th May, 2019 on the college campus. Considering the alumni as an integral part of the institution, the meet aimed at giving them an opportunity to

interact with each other, thereby making them nostalgic about the good old days of their student life. It also helps the alumni develop everlasting ties with their institution. Sixty-three alumni participated in this event. Walking down the memory lanes of their college days, meeting their old friends, teachers and mentors was certainly an enriching and memorable experience to all of them. The valuable suggestions of some of the alumni for the betterment of the institution and the financial aids offered by some of the volunteers were really commendable. The college has Alumni Association named Indira Gandhi National College Alumni Association (IGNCAA), but it is not registered. The alumni of our college are working in various fields of education as well as social welfare since its establishment. The Association comprises teachers, social activists, banking professionals, I T professionals, advocates, govt. administrators, men from Armed forces, Para military forces, media persons, and successful businessmen. The legacy of social, moral, and ethical values imbibed by these alumni from their alma mater reflects itself in their behaviour and workmanship. They are always a tremendous source of encouragement and motivation for the new students. Presently, some of them are playing very important roles in the governance of the college as office bearers and members of the governing body. The Alumni Association of the college (IGNCAA) is about forty years old. The Alumni Association organized alumni meet in sessions 2017-18 and 2018-19, in which more than one hundred alumni actively participated. The prominent alumni who graced the occasion with their benign presence were Dr. Abha Bansal, Principal, S. A. Jain College, Ambala City, Sh. Kuldeep Singh, Deputy Director Public Relations, Haryana Government, Dr. Jivesh Bansal, Librarian Punjab University, Chandigarh, Sh. Maya Ram Saini Income Tax officer, Sh. Mahesh Goyal Businessman and Sh. Barham Dutt. They shared their college time experiences and feelings with each other. Sh. Maya Ram Saini ITO (Retd.) and Sh. Mahesh Goyal gave the aid of Rs. 31000/- each for the construction of the Smart Class Room in the college. Sh. Rajinder Saini announced Rs. 51000/- per annum scholarship for needy students. Sh. Jogdhyan Singh leading social activist and businessman, Sh. Rattan Singh, Sh. Sourabh Gagain gave away cash prizes to the students who excelled in various sports and cultural activities. The association is trying to connect with our alumni throughout India and abroad. It has already enrolled more than 400 ex-students.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The institution practices decentralization and participative management through various committees like Advisory, Purchase, Discipline, Library, Sports, and Cells like Women, Sexual harassment, Legal literacy, Electoral literacy, Associations like Commerce, History, Political Science, etc and Clubs like Red cross, Red ribbon, Road Safety, etc and Student Council for the various activities and smooth functioning of the college. The College Administration is systematically decentralized with the sole aim of holding every single stakeholder responsible for the maintenance of standards. Decisions of different spheres of the college are taken in the different meetings of the concerned committees/Cells etc. Decentralization ensures wider deliberations on the issues and maximum acceptance. The various matters are discussed by the HOD of different departments with other faculty members of the team. At the beginning of the academic year, all the departments and cells are requested to submit their Annual Action Plan with a clear-cut road map to execute the same with the consultation of their team members. The Head of departments is assigned departmental duties and activities. They pursue the respective matters with the faculty members of the department. The faculty members actively participate in various academic activities. The various committees are given

full freedom and support by the administration while organising different co-curricular and extra-curricular activities of the college. The Principal calls a meeting of the staff members at the beginning of every semester and invites their valuable suggestions. The course of action for the new semester is also examined in the meeting. The collaborative and supportive participation of both the administration as well as the staff members in executing the various tasks of the institution is indeed a reflection of Participative Management. This instills an enormous sense of belonging and pride in the faculty members towards their institution and helps bring out the best in them.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Admissions of students are conducted as per the norms specified by Kurukshetra University, Kurukshetra, and DGHE. Inclusiveness of all the sections of society has been the top priority of our institution as far as the admission policy is concerned. The Admission Committee takes care of the admission process of the students. The admission process commences after the declaration of the results of various boards like CBSE and BSEH. The prospective students are provided the facility of online application submission. Counseling for students is conducted before the submission of forms by the Admission Committee.
Human Resource Management	The College firmly believes that it is the pivotal role of teachers as mentors and enthusiastic and constructive support of the administrative staff which may lead an institution to accomplish its coveted aim and vision of becoming one of the best academic institutes of the region. To the fruition of this objective, the college has established a harmonious and co-operative work culture over the years. The recruitment of the teaching and non-teaching staff is done according to the guidelines of the Government of Haryana and KUK. The salary of the employees is released directly to their bank accounts as per the 7th pay commission. A shortfall of teaching and non-teaching staff is compensated by appointing contractual staff during the year. Faculty members update their knowledge and skills by actively participating in various Seminars,

	Conferences, Orientation, Refresher, and short-term programs. At the end of every academic year, teachers are required to give his/her self-evaluation report in the form of an Annual Confidential Report for academic, co-curricular, and extra-curricular work done during that year. It also requires the teacher to enumerate the papers presented at conferences, seminars, refresher courses, and orientation programs he/she has attended. It is also evaluated and analyzed whether the teachers performed their duties well and completed their syllabus as per the lecture plan submitted at the beginning of the academic session.
Library, ICT and Physical Infrastructure / Instrumentation	The College has one smart classroom and fully furnished computer laboratory which helps teachers to impart education using various ICT tools. The institute has a well-developed infrastructure comprising various labs like Physics, Chemistry, Zoology, Botany and Home Science, etc. It has a large auditorium with a capacity of almost 500 audiences, One Seminar Hall, Meeting Room, spacious classrooms, and a fully furnished administrative block.
Research and Development	The College has a conducive and congenial environment to encourage the teaching staff for different research activities like the publication of Research Papers in various national and international journals presentation of Research Papers in national and international conferences/seminars and development of e-content by teachers. Besides this, the college also organises seminars/conferences/workshops on the college campus. a helps
Examination and Evaluation	All the rules and regulation pertaining to the examinations, laid down by the university, are scrupulously followed. The internal examinations are properly conducted to make an accurate assessment of students' cognitive abilities and conceptual clarity in different academic streams. A thorough evaluation of students is done by employing different methods like-Internal Assessment Test, Assignments and Seminars. Assignments are given to the students and thoroughly discussed in the class after evaluation. The

	Internal assessment marks are decided on the basis of the aggregate marks of one assessment test, two assignments and students' attendance percentage. One paper comprises theory examination of 80 percent and internal assessment of 20 percent of total marks.
Teaching and Learning	The Head of the Department conducts meetings with all the faculty members and allots them subjects of their interest and specialisation. A well worked out lesson plan formatted by the faculty members provides sufficient support to the students and teachers and makes the experience of teaching smooth and easy. Besides the usual teaching material, the faculty members gather data and information from other sources to enhance their teaching practice. Extension lectures by learned experts are organised by various departments in addition to the classroom teaching. Various activities like Quiz contest, students' seminars and classroom presentations are organised during the year. These activities are mentioned and highlighted in this report under metric no. 13 of part A.
Curriculum Development	Being affiliated with Kurukshetra University Kurukshetra, Indira Gandhi National College follows the course curriculum designed by Kurukshetra University Kurukshetra for various streams. The college follows the academic calendar of Kurukshetra University. The members of the Board of Studies of Kurukshetra University from I.G.N. College, Ladwa suggest for improvement in the Syllabi. All departments focus on successful implementation of curriculum set by the university in the college. For the effective implementation of the syllabus lesson plans are uploaded on the college website. College follows the guidelines of Kurukshetra University regarding the implementation of latest programmes and courses. The respective feedback of the students regarding the relevance of the curriculum and performance of teaching faculty is taken and thoroughly analysed.

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

E-governace area	Details

Planning and Development	IQAC invites innovative proposals from different departments of the college through e-mail at the beginning of the session for developing action plans for future course of action. All the teachers are guided to upload their lesson plans for the coming academic session on the college website along with the date and topic of their assignments and assessment test.
Administration	The various stakeholders are communicated through email for timely and effective communication. Biometric attendance is used to ensure the timely arrival and departure of all the teaching and non-teaching staff of the college.
Finance and Accounts	All the accounting procedures and processes like collection of fee, pay rolls and all sort of disbursements are conducted electronically. College accounts are kept in Tally ERP-9 software.
Student Admission and Support	A complete online admission process is followed for admission of students like online registration/application, allotment of seats in the corresponding colleges. The applicants can see their admission status along with all relevant information online.
Examination	All the examination processes like filling up of examination forms, generation of Admit Card for examination, submission of Internal Assessment of students and declaration of examination results are done online.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Dr. Ravish Chauhan	2nd International Conference on Innovations in Chemical, Biological Environment Sciences at Arya PG College, Panipat	NA	2000

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	MOOCS and Open Educational Resources	Nil	30/03/2019	31/03/2019	30	0

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Dr. Rupesh Gaur attended one week short term course in E-learning Technology at KUK	1	27/08/2018	01/09/2018	6
Dr. Niti Goyal attended refresher course in Business Studies at KUK.	1	18/06/2019	01/07/2019	14
Dr. Amit Kumar and Dr. Sudesh Bansal attended Orientation Programme conducted by UGC, Human Resource Development Centre, Kurukshetra University, Kurukshetra	2	29/11/2018	26/12/2018	28
Dr. Yashpal Singh and Dr. Mohan Lal attended One week capacity building	2	25/03/2019	30/03/2019	6

programme on Pedagogy, transaction and assessment organized by HRDC at KUK.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	0	0	5

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Study Leave, Provident Fund Scheme, Maternity Leave, Casual Leave, Earned Leave ,Pension Scheme, Provident Fund Loan, Facility of Duty Leave to attend Seminars/Workshops/ Refresher Courses/Orientation Programme/FDP, Free education for their wards	Free education for their wards, Cycle Allowance, Uniform Allowance, Casual Leave ,Duty Leave ,Provident Fund, Provident Fund Loan, Pension Scheme,	Book bank facility in Library, No. of books in book bank: 4594 No. of Beneficiaries: 330, SC/BC Scholarship, Radha Krishan Scholarship, Shakuntala Devi Scholarship, Bakshi Ram Scholarship, Savitri Devi Scholarship, Sports students fee concession, SC/BC Scholarship, Girls students Tuition Fees exempted, Installment facility for Admission fees, Moral and Social Values inculcation programmes, Sanitary Pads Facility for Girls students, Self Defense training for women, Parking Facility, Career Guidance Facility.

6.4 – Financial Management and Resource Mobilization

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

Our Institution conducts internal and external financial audits. The internal financial audit is carried out in the financial year by the Chartered Accountant. It includes the auditing of all funds like amalgamated funds, self financing funds, other college funds and disbursement made during the year. The external audit is carried out by various government agencies like DGHE, AG Haryana and UGC. The Director General Higher Education, Haryana conducts audit of salary, pension and scholarship head of SC and BC students. The Auditor General of Haryana conduct audit of grant received and disbursement in salary head of the college. The affiliating university KUK carried out a comprehensive audit of Amalgamated Fund. Our college has a grant-in-aid under category of 12B and 2F of University Grants Commission. We received various grants under the schemes of UGC and these expenditures are also verified by UGC.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Management of IGN College, Ladwa	2729343	5 Mgt. Share of Salary

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6.4.3 – Total corpus fund generated

1562025

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Kurukshetra University, Kurukshetra / DGHE for CAS	Yes	Principal and Management (ACR)
Administrative	Yes	Kurukshetra University, Kurukshetra	Yes	CA deputed by Management and Principal

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

Nil

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

1. Committee constituted for redressal of grievances 2. Training regarding Admission conducted by DGHE 3. Training regarding online Examination Forms, online Scholarship forms of the students.

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

1. Development of sports, cultural and extension activities for the holistic growth of students. Awareness programmes conducted by the institute in the surrounding rural area. 2. Faculty members were encouraged to improve their academic qualification and enhance their experience of teaching by participating in various research activities. At present 21 faculty members out of 24 are having Ph.D qualification. During the year a number of research papers were published and presented by the Faculty members as evident from metrics no. 3.3.3 and 3.3.7. 3. The college library is modernised and automated. The Open Source Integrated Library Management System KOHA is used in the college library. It caters to the needs of the students. A number of periodicals are subscribed by the college library in both hard and soft forms. Book bank facility is also introduced to meet out the needs of the college students.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality	Date of	Duration From	Duration To	Number of

	initiative by IQAC	conducting IQAC				participants
2019	IQAC stressed on organising Academic Events like National Seminars and workshops.During the year following events were organised. 1.Seminar- Managing Business Sustainability in changing Global Economic Scenario	29/03/2019	29/03/2019	29/03/2019		135

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Self Defence training camp	23/10/2018	23/10/2018	150	0
Durga Shakti awareness app.	08/09/2018	08/09/2018	300	0
Competition on women empowerment	14/03/2019	14/03/2019	17	8
Extension Lecture on legal aspects, sexual harassment and domestic violence	25/10/2018	25/10/2018	75	50

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Nil

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries

Physical facilities	Yes	1
Ramp/Rails	Yes	1
Rest Rooms	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	0	01/09/2018	1	Health Hygiene Awareness	Sanitary Napkin	23
2018	0	1	09/10/2018	1	Awareness among School Children	Nutrition education, Adulteration, excessive use of pesticides and harmful effects of plastic	27

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

Title	Date of publication	Follow up(max 100 words)
Prospectus for Students	16/06/2018	The college Prospectus is annually printed for the students in which all type of instructions, rules, dates, fee structure, available courses, information regarding other activities, etc. are published in detail. The review and revision of the prospectus is done in accordance with the directives of Haryana Govt. and Kurukshetra University Kurukshetra.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Blood Donation Camp	23/01/2019	23/01/2019	52
Traffic/Road Safety Awareness	25/02/2019	25/02/2019	297

NSS 7 days special camp	03/01/2019	09/01/2019	57
Hanging water pots of plant to nourish birds	20/05/2019	20/05/2019	30

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

1. Plantation 2. Installation of dustbin in the campus 3. Rain water harvesting system 4. Dumping Zone 5. Polythene free Campus 6. Minimum use of Air Conditioner and Refrigerators

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

I Title of the Practice: Women Empowerment Objectives of the Practice: The constructive growth and sustainable development of any society require impartial and equal participation of both male and female genders in sharing the household duties as well as responsibilities of professional life. Keeping in view the gender bias and discrimination prevalent in our society in availing various opportunities like—the attainment of education, health facilities, freedom of decision making and participation in social and political spheres of life, our college organises a number of programmes to empower the girl students of the college. Through these programmes, the college enlightens the girls about their specific rights and makes them aware of their equitable status in the family, society, political, economic, and cultural spheres.The objective is to enable them to face various challenges related to gender disparity at regional, national, and international levels. Context Practice: Keeping in view the lack of awareness among the females regarding the issues of health and hygiene the Women Cell and NSS unit of the college jointly organized a community visit to village Dhanora on 1st September, 2018 to aware the female villagers, specifically the deprived section of society, regarding the serious health hazards involved in the use of cloth instead of sanitary napkins and the value of maintaining hygiene for a healthy life. 21 girl students and 2 female staff members of the college had a personal discourse with the female residents of the village and satisfied their queries. Concerning the issue of the safety of the girl students of the college and investing them with a sense of courage for self defence, the women cell of the college organised a Durga Shakti App. awareness program on 8th September, 2018.The police Deptt. Personnel of Haryana Government informed around 300 girl students of the college about the relevance of this mobile App. to seek instant police help at the moment of immediate crises. The objective of the program was to equip the females with an immediate facility of self defence on their mobile phones and help other female members of society by disseminating the knowledge of this App. After a thorough survey of the girl students of the college by the women cell it was found that a considerable number of girls do not possess the android phones and therefore, cannot avail the facility of Durga Shakti App. for self defence. To resolve the safety issues of these girls the women cell of the college organised a one day self defence physical training programme on 23rd October, 2018 in the college campus, in which about 150 students learned the tactics of self defence. During this programme, a qualified instructor trained the girl students about the use of various physical tactics to defend themselves in different situations of crisis like—cases of physical assault, eve-teasing and looting etc. Gender disparity has its roots in patriarchal social setup and the corresponding belief in the superiority of the male gender over the female which results in dumb acceptability of violence against women. Hence, to ensure the safety and security of female staff members and girl students at the workplace and

pertaining to the Constitutional doctrine of equality and personal liberty, I.G.N. College has constituted the various cells like— Anti-Sexual Harassment Cell, Legal Literacy and Women Cells etc. In order to give a congenial and constructive atmosphere to its employees and students conducive to their holistic development, the college prefers to create an environment based on the principles of equality and impartial justice which is devoid of any gender bias and discrimination. To create legal awareness among the girl students and sensitize the male students of the college to women's issues like preserving the dignity of female gender, the Anti-Sexual Harassment Cell, Legal Literacy Cell and Women Celljointly organized an extension lecture for the students of the college on 25th October, 2018. Mrs. Savita Rana, District Women Protection officer, Kurukshetra, discussed the legal aspects and remedies regarding Sexual Harassment and domestic violence. More than 125 students attended this programme. Many students raised their queries and the resource person satisfied them amply. Evidence of Success: The women cell of the college discussed the relevance and advantages of the abovementioned programmes with the girl students and found that the execution of such awareness programmes invested the girl students with a sense of self confidence and moral courage to face the challenges of life. It was observed that acquainting them with the knowledge of their legal rights and duties helped them enhance their morale and instilled in them a strong sense of self esteem. The knowledge of the modern technological mobile applications for women security gave the girls, particularly commuting from rural areas, a strong sense of security. The utility of the Durga Shakti App, meant for providing instant help to women at a moment of crisis, was acknowledged by most of the girls using android phones. The girl students who belong to deprived sections of society and do not have android phones also benefited themselves by the physical training for self defence given to them by qualified trainers. It was also observed by the female staff members that a considerable number of girls felt inspired by the information about health and hygiene received through these programmes and enthusiastically adopted the requisite health measures suggested by the qualified professionals. Problems Encountered and Resources Required: During the process of executing these amendment programmes the women cell also faced certain problems. As most of the girl students belonging to rural backgrounds and not accustomed to using modern technological facilities in their daily life, hence, creating their aptitude for the same was a real challenge. Another issue was to ensure the girl students about the successful execution of their rights, despite all their legal awareness, in a social setup still governed by the orthodox conventions of patriarchal psyche. Some of the girl students revealed that in their social setup the right to take decisions, to use freedom of thought and to exercise one's free will is still not granted to women. Another problem encountered by the women cell was the dearth of financial resources required to successfully execute the different amendment programmes related to female empowerment. Despite the enthusiastic involvement and absolute commitment of the college women cell while executing various tasks, the cell often faces the problem of scarcity of funds required for the successful completion of these programmes. The women cell of the college is always at the disposal of the institute to play a constructive role in the development of the college provided it receives the requisite help required to accomplish its objective. II Title of the Practice: Value inculcation and Environmental Protection Initiatives Objectives of the Practice: Our College takes various initiatives to create awareness among students regarding their responsibilities towards society and environmental protection. The objective is to make the students realise their significant role in the formation of a strong and healthy society and nation. To develop the students as caring and committed individuals contributing to the holistic growth of their society, it is very important to acquaint them with an acute awareness and understanding of the communities and surrounding environment they reside in. The knowledge of their environment and delimiting

socio-economic conditions of society leads the students to a strong sense of belongingness with their surrounding atmosphere as well as fellow members and enables them to give the required assistance to their community. The Context and Practice: As it has been observed that the advent of technology in education, considered as one of the requisite skills in the modern scenario, has also posed some challenges to the educationists. Although skill development is an essential requirement to ensure the job placement of students, skills are of less value in the absence of appropriate value systems. While the advantages of using modern tools and technological innovations in modern life are well recognized, the corresponding need to balance the Intelligence quotient and emotion quotient of man has also become imperative. It is sometimes observed that an excessive dependence on technology which should be harnessed to improve the involvement and efficacy of students in the classroom leads to various distractions from mobile phones and laptops resulting in a lack of personal interaction between the teacher and students. Hence, seeing the things in the right perspective, I.G.N. College gives special consideration to the worth of inculcating ethical values among students by engaging them in various social activities: 1. Swachhta PakhwadaAbhiyan was conducted in the college premises from 1st to 15th August 2018 to make the college clean and plastic-free. 2. A door to door sanitation campaign was conducted at Village-Dhanora on 01st September 2018 to create awareness of hygiene among female villagers. 3. A cleanliness drive for cleaning the statues of famous personalities was organized on 20th September 2018, in which the college students cleaned the statues of Philanthropists like Dr. B.R. Ambedkar at Indri Chowk, Sh. O.P. Jindal at Jindal Park and statues of Shaheed Bhagat Singh, Maharaja Aggarsen at various places in Ladwa.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://www.igncollege.ac.in/best-practices

7.3 – Institutional Distinctiveness

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

I.G.N. College, Ladwa has established the culture of conducting regular sports activities which are the most eventful and esteemed events conducted by the college. The main objectives of the activities are: • To enhance the sports skills of the students conducive to the achievements of higher targets in sports events at University, State, National and International levels • To invest the students with the qualities of physical fitness, mental alertness and emotional steadiness • To create awareness about the value of sports among young generation The achievements of the college in this field are as follows: ? The college celebrated National Sports Day on the college campus and conducted Intra-Mural of National Style Kabaddi matches competitions on 29th 30th August, 2018. ? 90 (74M16W) students of the college participated in Kurukshetra University Inter-Collegiate tournament in academic session 2018-19. ? College Air Rifle Shooting team (Men) won Overall Championship whereas the Women team was Runner-Up champion in Kurukshetra University Inter-Collegiate Air Rifle shooting tournament at Arya (P.G.) College Panipat on 3rd 4th Oct. 2018. ? Three students of the College represented Kurukshetra University, Kurukshetra in All India Inter-University Air Rifle shooting championship at Punjab University Chandigarh from 31st Oct to 5th Nov. 2018 in which one girl student won the Silver medal. ? Track Cycling team (Men) of the college was the Runner-Up champion in Kurukshetra University Inter-Collegiate Track Cycling Championship in the academic session 2018-19. ? One girl student of the college won the bronze medal in 200 Mts. Race in 56th Annual Athletic Meet of Kurukshetra University conducted on 30 Oct. to 01 Nov. 2018. ? The College

organized the Kurukshetra University Inter-Collegiate Cricket Zone C tournament (Men) on the cricket ground of the college on 2nd to 4th Nov. 2018 in which six teams from different colleges participated. ? The College won one silver and one bronze medal in Rowing single scull and double scull event in Kurukshetra University Inter-Collegiate Rowing Tournament conducted on 26th 27th January, 2019. ? The College won one silver medal in Kurukshetra University Inter-Collegiate Taekwondo Tournament conducted on K.U.Sports Complex on 11th 12th February, 2019. ? The College won one gold and one silver medal in Kurukshetra University Inter-Collegiate Wushu Championship conducted on Kurukshetra University Sports Complex on 21st 22nd February, 2019. ? The College won two silver medals and one bronze medal in Inter-Collegiate Cycling Road Race Championship (Men) conducted on 16th 17th March, 2019. ? College organized DHE sponsored 3rd Inter-Collegiate Volleyball State Championship (Men Women) from 13th to 16th Feb, 2019 on the college campus in which 27 teams [18(M) and 9(W)] from different colleges of Haryana participated. ? Keeping up the tradition of organizing enthusiastic sport events for the motivation and encouragement of the students, the college organized the 44th Annual Athletic meet on 7th 8th March, 2019. Approximately 225 students of College participated in the event.

Provide the weblink of the institution
https://www.igncollege.ac.in/igac/

8.Future Plans of Actions for Next Academic Year

1. Installation of solar system for powering college premises. 2. Proposal for National Seminars to be sent to DGHE and other funding bodies. 3. To motivate Faculty members to use ICT Tools for enhancing their teaching efficiency. 4. To organize more programmes for community services through NSS and various clubs/committees. 5. To conduct more extension activities for girl students like self-defense Sanitation awareness. 6. To utilize the available vacant seats in different programmes a special admission drive will be launched. 7. To arrange a development programme for Non-Teaching employees to improve their skills. 8. To reduce the drop out ratio of students' corrective measures will be taken. 9. To start new vocational and professional courses like B.Sc Sports. 10. To arrange classes for competitive exams. 11. To add more smart class rooms. 12. To provide Wi-Fi facility to the students.