



Yearly Status Report - 2019-2020

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.		01744260114
Mobile no.		9416252351
Registered Email		igncollege@gmail.com
Alternate Email		hpsharma@live.in
Address		Mustafabad Road Village DHANORA
City/Town		LADWA
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	profsandeepbansal@gmail.com
Alternate Email	iqacteam@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.igncollege.ac.in/annual-quality-assurance-report/
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/academic-calender/

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	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
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Conducted and analyzed the Students	28-Jul-2020 94	170
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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	Salary Grant	State Government	2019 365	57330000
Institution	National Seminar on Intellectual Property Rights: Threat or Opportunity for academicians	DGHE	2019 1	50000
Institution	Science Exhibition 2019-20	DGHE	2019 2	23000
Institution	8th Ratnavali Saang Mahotsav 2019-20 organized by the Deptt. of Youth & Cultural Affairs, KUK	KUK	2019 3	150000
Institution	Blood Donation Camp 2019-20 sponsored by Distt. Red Cross Society, Kurukshetra	Distt. Red Cross Society, Kurukshetra	2019 1	3850
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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 :	4
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 Departments and different Cells in order to apprise and facilitate the students for academic and social activities.

IQAC advised different departments and cells to organize various extension activities, co-curricular activities and Community Service Activities etc.

The IQAC verified the Academic Performance Indicators scores of ten faculty members for their promotion under career advancement scheme. The IQAC recommended following cases to be sent to KUK for the promotion after approval of the principal of the college. 1. Dr. Rajesh Kumar. From Grade Pay Stage 2 to Stage 3 2. Dr. Rupesh Gaur. From Grade Pay Stage 2 to Stage 3 3. Dr. Yashpal Singh. From Grade Pay Stage 2 to Stage 3 4. Dr. Mohan Lal. From Grade Pay Stage 2 to Stage 3 5. Ms. Harneet Kaur. From Grade Pay Stage 2 to Stage 3 6. Ms. Sunita Rani. From Grade Pay Stage 2 to Stage 3 7. Dr. Neeru Bala. From Grade Pay Stage 1 to Stage 2 8. Dr. Vandana Gupta. From Grade Pay Stage 1 to Stage 2 9. Dr. Kuldeep Singh. From Grade Pay Stage 1 to Stage 2 10. Dr. Niti Goyal. From Grade Pay Stage 1 to Stage 2

A MOU was signed with S.D. College, Ambala Cantt under UGC Paramarsh Scheme for NAAC accreditation on 18th Sep. 2019. The IQAC also motivated the teaching and non-teaching staff members to participate in the activities and programs conducted by the mentor college for the assessment and accreditation of NAAC. Our maximum members attended these awareness programs and also joined online FDPs for effective delivery of curriculum online in this pandemic situation.

To strengthen the curriculum delivery during Covid-19 pandemic period, the IQAC resolved to provide e-content to the students through Whatsapp and email by the respective faculty members of the college. Principal, chairman of IQAC, also directed all faculty members to submit reports regarding completion of syllabi. A detailed report about it was submitted by each faculty member.

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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 circulate the academic calendar of Kurukshetra University, Kurukshetra for affiliated colleges to all the departments/cells for planning organizing various programs on the basis of the academic calendar.	All the department and cells planned their activities and programs on the basis of academic calendar. Lesson plans and cocurricular activities were also prepared by the departments.
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body	17-Jul-2021
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	2020
Date of Submission	25-Jan-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	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 The college uses various software programmes such as: Online Admission System-ERP created by Deptt. Of Higher Education, Haryana Online Examination Form-created by Kurukshetra University Kurukshetra Fee Management Software-Software Solution Provider, Yamunanagar KOHA-Open Source for Library Management System and Tally ERP 9.0 etc. to execute its various tasks like fee collection, online Filling up of examination forms, generation of Admit Card for examination, online submission of Internal Assessment of students, managing college accounts SMS Alert Services etc.

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

Our college being affiliated with the Kurukshetra University, Kurukshetra, adheres strictly to the curriculum designed by this very university. However, planning is made at the beginning of every session for the effective delivery of the curriculum designed by the university. Heads of various Departments conduct a meeting with their faculty members to allocate the work load, to prepare the Departmental time table, to chalk out lesson plans and to plan the activity calendar of the department. Departmental time table is submitted to the time table in charge. College time table is displayed on the college notice board for the convenience of students and teachers. Programme outcomes, course outcomes and programme specific outcomes are also prepared by the Departments.

Similarly, various cell/committee incharges conduct a meeting with their members to plan activities for the academic session that are further submitted to IQAC; Institutional academic calendar is prepared by IQAC in accordance with the academic calendar prepared by the university. An Orientation Programme is conducted for freshers to give them an opportunity to interact with teachers and cell incharges so that they may be updated about new scenario. This programme enables them to know about the opportunities where they may use their potential. Each student is assigned a mentor who listens to grievances of all kinds whether it is academic, personal or infrastructural and resolves them in an efficient manner. Regular meetings are conducted by different Departments led by HODs to monitor the progress of curriculum delivery. To strengthen the curriculum delivery, the faculty members undertake various activities like quizzes, presentations, group discussions, class tests etc. In addition to this, Seminars and extension lectures are organized at Departmental level.

Moreover, the college provides access to various e-resources for overall development of students. Blended teaching mode was adopted by all teachers during pandemic. E-content like YouTube videos, Powerpoint presentations, handwritten/typed notes etc. were shared with students and all of their syllabus related queries were resolved. Online competitions like Quizzes, Essay writing, ppt making, Article writing, Shloka Ucharan, Memes Making, and Slogan writing competitions were organized by faculty members to enhance the knowledge of students and for their overall development. In short, our college makes every effort to enhance the vision of our students so that they may grow as dynamic personalities.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Computer Awareness -Level 1	NIL	01/07/2019	200	Employability	Computer

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Nil	30/06/2020
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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
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BA	Political Science, History, Punjabi, Sanskrit, Economics, Home Sci., Physical Edu., Mathematics	01/07/2019
BSc	Physic, Chemistry, Botany, Zoology, Mathematics	01/07/2019

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

	Certificate	Diploma Course
Number of Students	340	Nil

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	30/06/2020	Nil
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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	Zoology	13
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
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
<p>Feedback is the backbone of any institution. No institution can grow and make arrangements for the betterment of the institution without taking feedback from different stakeholders. In order to ensure the constant growth of the institution and the progress of the students, we have collected feedback in a blended mode from different stakeholders and analyzed it. A structured questionnaire consisted of multiple-choice questions and one descriptive question was prepared and shared with different stakeholders to develop the road map for the academic year ahead. A total of 1109 curriculum-based (subject-wise) questionnaires were filled by students. Almost 80-85 percent agreed with the objectives and suitability of the course content, the balance between theory and application, and its completion within the stipulated time period. They were also satisfied that the course created interest in the subject area and helped in developing their personalities. Almost 70-77 percent agreed with the practical relevance of the curriculum in resolving daily life problems and the availability of a sufficient number of prescribed books and reference</p>

material in the library. The analysis of the feedback educed that there is a need to enrich the library, to revise the curriculum, and introduce skill-based courses to resolve daily life problems. Feedback from the teaching faculty of the college was taken to have suggestions regarding curriculum enhancement. 96 percent agreed with the suitability of curriculum and evaluation methods mentioned in the syllabus whereas 80-88 percent agreed that curriculum is intellectually stimulating, there are prospects for higher education and it is completed within stipulated teaching days. They admit that they have the freedom to adopt new techniques of teaching. Almost 71-80 percent agreed that a sufficient number of prescribed books and reference material is also available in the library, there is a conducive teaching environment in the college, syllabi have well-defined aims and objectives that help to bridge the gap between theory and application. Feedback from 55 alumni of the college was taken to have suggestions regarding curriculum enhancement. Almost 80-90 percent agreed that the curriculum enhanced their practical knowledge, developed their critical and analytical thinking, and encouraged them to contribute to the welfare of the community. 70-75 percent agreed that the curriculum generated in them the ability to work effectively with people of diverse cultures and contributed to their overall development. To know whether there was a need to revise the curriculum, feedback forms were filled by 22 parents. 67 percent agreed that the curriculum is intellectually stimulating and completed within a stipulated time. Almost 70-77 percent agreed with the suitability of the course content, its aims, practical relevance, inculcation of moral values among their wards and they were also satisfied with the books available in the library. 81-86 percent agreed that curriculum developed personalities of their wards and there were prospects for higher education/employability. Feedback collected was thoroughly analyzed and discussed in the IQAC meeting as well as with various stakeholders and action taken report was prepared and produced in governing body meeting and forwarded to concerned departments of the university.

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
MA	English	35	10	Nil
BLibISc	Library Science	25	1	Nil
BCA	Computer Application	40	33	Nil
BSc	Mdeical (Self Finance)	15	16	Nil
BSc	Medical	15	73	13
BSc	Non-Medical (Self Finance)	50	23	Nil
BSc	Non-Medical	65	122	38
BCom	Commerce (Self Finance)	60	71	28
BCom	Commerce	80	197	78
BA	Arts	400	496	303

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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
2019	979	Nil	31	Nil	Nil

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
31	28	19	1	1	10

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

I.G. National College offers a “Mentoring system” through which a group of boys and girls is assigned to a full-time teacher at the beginning of the academic session. The objective of the mentoring system is to provide a consistent and inclusive support system to the students, thereby encouraging them to excel in both academic and co-curricular activities. The mentoring system in the college creates a dynamic environment of learning for the students which helps them develop their work management skills, adaptability, and reflection which are essential for successful personal and professional life. The mentor acts as a guide for the students during their academic journey and empowers them to become autonomous learners and aspirants for knowledge. The College organized Freshmen Assembly in the form of an Orientation Programme on 8 August 2019. 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 prevalent norms, eligibility conditions in the college and the benefits of different activities in their professional career. 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. As the institute is situated in a rural area, the majority of the new entrants belong to scheduled castes, backward class, and economically backward sections of society. During the meetings, mentors gauge the requirements and address the issues of all the students, especially SCs, OBCs, and female students. Mentors pay special attention to those students who are at the risk of drop-out and provide them additional support in their academic pursuits. Mentors preserve the data about their mentees and submit the report of the same at the end of the academic session to the chief mentor. In case the mentor leaves the institution, the information about the mentees is shared with the new mentor. Five mentoring meetings are held officially during the academic session 2019-20. Mentees have full access to meet their Mentors, on any working day, to resolve their queries.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
979	31	1 : 32

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
31	26	5	1	24

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. Hari Parkash Sharma	Principal	Mahakavi Banbhatt Samman (2015) from Haryana Sanskrit Akademy in Aug, 2019
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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
BCA	NA	5	12/12/2019	17/03/2020
BSc	NA	5	18/12/2019	17/03/2020
BSc	NA	3	19/12/2019	05/06/2020
BSc	NA	1	18/12/2019	10/06/2020
BCom	NA	5	19/12/2019	18/02/2020
BCom	NA	3	16/12/2019	06/06/2020
BCom	NA	1	18/12/2019	02/06/2020
BA	NA	5	19/12/2019	05/03/2020
BA	NA	3	19/12/2019	06/06/2020
BA	NA	1	19/12/2019	10/06/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As an affiliated college, internal evaluation scheme, and semester examinations pattern are implemented as per directions of affiliating University, Kurukshetra University Kurukshetra. The institution ensures that the mechanism for internal evaluation system is transparent and robust in terms of frequency and variety. The mechanism adopted for internal assessment is constant. • An examination committee is constituted to co-ordinate the internal and external examination activities to communicate with the students, teachers and administrative staff members regarding schedule of internal and external examinations. • Students are informed about the pattern of internal assessment and final examinations in orientation program. • For effective understanding of evaluation process, the faculty members give course-wise instructions to students about unique features of internal/external evaluation of that course. • All information related to internal assessment is intimated to students through notices on the college notice board. • The syllabus for the internal examinations is communicated to students during classroom interaction. • After thorough evaluation, the class tests and assignments are shown to the students. The concerned teacher points out the mistakes of students and gives requisite guidance for implementing corrective measures in future performances. • Changes

in schedules, patterns, methods (if any), are immediately notified to the students through notice boards and classroom announcements.

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

For the conduct of Continuous Internal Evaluation, the academic calendar of the college is drafted in such a way that it is in sync with the affiliating university, Kurukshetra University Kurukshetra calendar. Assignments and class tests are properly conducted during the whole academic session to get a continuous assessment of students' academic growth. For odd semester students' admission is done up to 15th July, 2019 and classes commence on 16th July. For internal evaluation, 1st assignment is taken in the first week of September one class test in the last week of September and 2nd assignment in the 2nd week of October. Final examinations for UG program are conducted in Nov 2019. For even semester, classes commence at the beginning of January 2020. For internal evaluation, 1st assignment is to be taken in 2nd week of February one class test in the last week of February and 2nd assignment in 2nd week of March. The final University examination for all UG programs is in May 2020. However, the prescribed academic calendar could not be fully implemented in the even semester of the academic session due to the unprecedented situation of the Pandemic Covid 19.

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
NA	BA	ARTS	141	36	25.53
NA	BCom	COMMERCE	52	19	36.54
NA	BSc	SCIENCE	26	15	57.69
NA	BCA	COMPUTER APPLICATION	2	Nil	0
NA	MA	ENGLISH	Nil	Nil	0
NA	BLibSc	LIBRARY SCIENCE	Nil	Nil	0

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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://www.igncollege.ac.in/files/feedback/Feedback-By-Student-2019-20.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	Nil	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
Workshop on Research Methodology in collaboration with SD College, Ambala Cantt	Internal Quality Assurance Cell	25/06/2020

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	30/06/2020	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	30/06/2020
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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	Nil

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	Chemistry	1	0.31
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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
Nil	Nil
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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	Name of	Title of journal	Year of	Citation Index	Institutional	Number of
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Paper	Author		publication		affiliation as mentioned in the publication	citations excluding self citation
Nil	NA	Nil	2019	0	NA	Nil
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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	Nil	Nil	NA
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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	22	91	14	12
Presented papers	3	13	Nil	Nil
Resource persons	Nil	Nil	Nil	1
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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
Women empowerment Seminar for Girls Students on "Self Defence: Need of Hour" on 28.8.2019	Women Cell	10	120
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Seven Day NSS Special Camp	Recognition of Services	Gram Panchyat Dhanora Jattan	50
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
State level	Department of	Essay writing	2	2

Essay writing competition	Science, Hindu Girls College, Jagadhri on 15th September, 2019	competition	
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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
Nil	NA	Nil	30/06/2020	30/06/2020	0
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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
Sanatan Dharma College, Ambala Cantt	18/09/2019	Under Paramarsh Scheme	64
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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
2	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
Laboratories	Newly Added
Class rooms	Existing
Campus Area	Existing
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA	Fully	19.5	2012

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	38778	1821706	580	94683	39358	1916389
Reference Books	266	66503	4	1925	270	68428

[View File](#)

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	NA	30/06/2020

No file uploaded.

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	1	3	2	0	1	11	100	0
Added	0	0	0	0	0	0	0	0	0
Total	45	1	3	2	0	1	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
Interactive White Board, Computer Lab, Projector, Digital Camera, Printer, Photocopier, Scanner, Pen Drive,	Nil

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	Expenditure incurred on	Assigned budget on	Expenditure incurred on
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academic facilities	maintenance of academic facilities	physical facilities	maintenance of physical facilities
2	1.82	10	7.96

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 has well equipped laboratories which are maintained by lab technicians and supervised by the concerned HOD. Every department maintains a stock register for available equipments and other related materials. Lab attendants and electricians inspect the instruments regularly for effective functioning of the equipments and for ensuring safety. In physics lab, electronic equipments are protected through voltage stabilizers. Computer lab equipments such as computers, Printers and projectors are constantly monitored by periodic updation and antivirus scans. Museums of Zoology and Botany departments conduct maintenance by using approved preservation with the help of trained attendants. Major problem in labs, support from vendors is taken on the recommendation of HOD and with the due approval of the Principal. Library:- The Library is run by a librarian and helping staff. Online books, magazines, digitalization computer facilities are available in the library. The library committee is constituted for proper maintenance and functioning of the library. The requirement and list of books is taken from different departments and HODs every year. The finalized list of required books is purchased after the approval of the principal. To ensure timely return of books, 'no dues' from the library is mandatory for students before appearing in 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 of maintenance and expansion of existing sports facilities. A full time Ground man is appointed for the maintenance of ground and sports equipments. Computers:- College has a centralized computer laboratory with a sufficient number of computers. A full time technician who is an expert of 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 incharge. Classrooms and Seminar Hall:- College has classrooms, auditorium, and seminar hall and staff room with sufficient sitting capacity. With the help of two full time sweeper cleanliness of these is maintained regularly. All class rooms are fully ventilated and have a good lighting arrangement. In the beginning of every academic year, proper availability of blackboards, lighting and furniture in classrooms is taken care of by the assigned committees.

<https://www.igncollege.ac.in/files/aqar/4.4.2-Policy-for-Utilization-and-Maintenance-of-Infrastructure-2019-20.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Sports Quota	11	67235
Financial Support from Other Sources			
a) National	SC	187	2224653

b) International	0	Nil	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 implementation	Number of students enrolled	Agencies involved
Mentoring	25/09/2019	979	All Faculty Members
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Career Counselling	Nil	145	Nil	Nil
2020	Career Counselling	Nil	122	Nil	Nil
No file uploaded.					

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
41	38	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	Nil	Nil	NA	Nil	Nil
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	55	B.A., B.Com. and B.Sc.	Arts, Science and Commerce	File Attached	File Attached
View File					

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

Items	Number of students selected/ qualifying
Nil	Nil
No file uploaded.	

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

Activity	Level	Number of Participants
Fit India Movement on August 29, 2019 (Run for Fun Marathon, PM Speech, Kabaddi Matches) on National Sports Day	Intra- College Level	91
Kurukshetra University Inter-Collegiate Kabaddi (Men) Zonal tournament on November 3-4, 2019	Inter-College Level	72
45th Annual Athletic Meet of College on March 4-5, 2020	Intra-College Level	453
Online National Level Inter-Collegiate Surya Namaskar Competition on June 29, 2020	National Level	37
Talent Show Competition on September 5-7, 2019	College Level	150
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Silver Medal	International	1	Nil	3162710059	Nitish Kumar
2020	First Position	National	Nil	1	3162720085	Anju Rani
2020	Bronze Medal	National	1	Nil	1545920046	Kajal
2020	Bronze Medal	National	1	Nil	3162710059	Nitish Kumar
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Student council is constituted according to the guidelines provided by KUK/DGHE. In the session 2019-20, no student council was constituted as per instructions of Haryana government. However to maintain the transparency in the system representation of students was there in various committees of the institution. Both male and female students were considered for this purpose. The following students played valuable role in various committees. S.No Name of Committee Name of student representative Class Roll No. 1 IQAC Chandni B.Com

III 1546020013 2 NCC Preeti B.A III 2281420054 3 Sports Committee Nitesh Kumar B.A I 3162710059 4 Cultural Committee Harpreet Singh B.A II 2281410008 As important stakeholder the students played a constructive role and gave valuable suggestions. The suggestions given by them were considered in different activities of the college conducted by various cells/committees.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

418

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

131600

5.4.4 – Meetings/activities organized by Alumni Association :

Meeting was proposed in the month of first week of May-2020 but due to COVID pandemic situations it could not be executed.

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)

Decentralization and participative management are the keys to the effective and smooth functioning of the institution, so it is practised by our institution with heart and soul. In our college, there is a culture of participative management. The participative management consists of Management -- President, Secretary, Treasurer and members of the college Governing Body, Principal, HODs of Departments, teaching and non-teaching staff members, students' council, office bearers, class representatives and members of academic council. To maintain the quality and excellence in education, the Management of the college provides operational autonomy to the Principal in all areas of academic performance, decision taking and implementation of plans and policies in curricular programmes. The Management are of the view that Quality Policies and Plans should be framed by those who are actually working at the grass-roots level and know the ground realities. Each department of the college is autonomous in terms of day-to-day working – both academic and nonacademic. There are committees like Advisory, Purchase, Discipline, Library, Sports cells like Women, Sexual harassment, Legal 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. All major policy decisions and future action plans are discussed and finalized by the Advisory Committee, Planning Board and IQAC, all of which comprise senior faculty members. The IQAC of the college has members from the Management, Alumni, administrative office, and student representative in order to ensure participative management. The Principal calls meetings 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 various tasks of the institution, is indeed a reflection of Participative Management. This instills an enormous sense of belongingness 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
Curriculum Development	<p>As our college is affiliated with Kurukshetra University Kurukshetra, the course curriculum is designed by Kurukshetra University Kurukshetra for various streams. The college implements the academic calendar of Kurukshetra University. The members of the Board of Studies of Kurukshetra University from I.G.N. College, Ladwa suggests improvement in the Syllabi. All departments focus on successful implementation of curriculum set by the university in the college. Though the curriculum has been designed by the University, each department works towards the delivery of the curriculum in the best possible manner that would give the students a theoretical as well as practical knowledge of subject prescribed. For the effective implementation of the syllabi, 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.</p>
Teaching and Learning	<p>The Head of each Department conducts meetings with their respective faculty members to distribute the work load. However, interest and specialization of each member is taken into account. A well worked out lesson plan formatted by the faculty members provides sufficient support to the students and teachers and makes the teaching-learning process smooth and easy. To discuss academic results, meetings are also conducted by each department. 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. Our College has adopted various methods to</p>

impart knowledge to students: • Chalk and Talk method • Seminars and workshops • Paper presentations • ICT teaching via LCD, Smart board, e-resources • Group discussions • One to one teaching • Audio visual aids • Quiz • Creative writing • Interactive sessions • Projects and Assignments • Videos , Movies and Documentary films • Role play and Exhibitions • Field Trips and Industrial visits • Models and other aids, and preserved specimens

Examination and Evaluation

To conduct examination effectively the college follows the scheme of university examinations. The internal assessments are properly conducted to make an accurate assessment of students' cognitive abilities and conceptual clarity in different academic streams. The schedule of internal examinations is made and timely reminders are given from time to time. 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 the aggregate marks of one assessment test, two assignments and students' attendance percentage. One examination comprises theory examination of 80 and internal assessment of 20 of total marks. The college faculty are involved in exam related works like paper setting, invigilation, supervision and evaluation etc. The faculty members are also given 'Duty leave' for external exam duties. The college hosts university exams for all subjects offered as per scheduled by Kurukshetra University, Kurukshetra.

Research and Development

The College has a conducive and congenial environment to encourage the teaching staff for different research activities like 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, college also organises seminars/conferences/workshops on the college campus. All the regular faculty members except three have their

doctorial degree and the remaining three have taken admissions in Ph.D course.

Library, ICT and Physical
Infrastructure / Instrumentation

College library, being a centre of learning, plays a vital role in the life of students. Our library has become an inherent part of students with useful material, all kinds of books - academics, learning and reference - are extensively available. The Library is run by a librarian and helping staff. Online books, magazines, digitalization computer facilities are available in the library. The library committee is constituted for proper maintenance and functioning of the library. The requirement and list of books is taken from different departments and HODs every year. The finalized list of required books is purchased after the approval of the Principal. To ensure timely return of books, 'no dues' from the library is mandatory for students before appearing in examination. The proper account of visitors (students and staff) on 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. Our library has KOHA automation software. Books are issued and collected back using Bar-coded system. NLIST are available to access e-journals and digital books. Photo copying and printing services are provided to staff, students and outsiders. The College has well equipped laboratories which are maintained by lab technicians and supervised by the concerned HODs every department maintains a stock register for available equipments and other related materials. Lab attendant and electricians inspect the instruments regularly for effective functioning of the equipments and for ensuring safety. In physics lab, electronic equipments are protected through voltage stabilizers. Computer lab equipments such as computers, Printers and projectors are constantly monitored by periodic updation and antivirus scans. Museums of Zoology and Botany departments conduct maintenance by using approved preservation with the help of trained attendants. Major problem in labs, support from vendor is

taken on the recommendation of HOD and with the due approval of the Principal. The College has one smart classroom and fully furnished computer laboratory which helps teachers impart education using various ICT tools. The institute has 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 fully furnished administrative block.

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. Salary of the employees is released directly to their bank accounts as per the 7th pay commission. 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 programmes. At the end of every academic year teachers are required to give his/her self-evaluation report in the form of 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 programmes he/she has attended. It is also evaluated and analysed whether the teachers performed their duties well and completed their syllabus as per the lesson plan submitted at the beginning of the academic session.

Industry Interaction / Collaboration

Nil

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. Faculty members of each department and student volunteers assist in guiding the candidates and their parents during the admission. The College website and prospectus also give details of eligibility norms for admission. It is given to the applicants along with the application form. Online portal by DGHE is followed to facilitate the admission process. 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 the forms by the Admission Committee.

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

E-governance area	Details
Planning and Development	IQAC invites innovative proposals from different departments as well as activity calendar from different cells and committees 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.
Administration	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. Office automation is done through which we are able to produce staffs and students detail, Bonafide certificate, Online Challan to pay college fee, ID cards, etc.
Finance and Accounts	All the accounting procedures and processes like collection of fee, pay rolls and all sort of disbursements are conducted electronically. The account department of the college uses the Fee Management Software–Software Solution Provider, Yamunanagar and accounts are kept in Tally ERP-9 software.

<p>Student Admission and Support</p>	<p>The college uses various software programmes such as: Online Admission System-ERP created by Deptt. Of Higher Education, Haryana Online Examination Form-created by Kurukshetra University Kurukshetra. Tally ERP-9 software is used to execute its various tasks like online Filling up of examination forms, generation of Admit Card for examination, online submission of Internal Assessment of students, managing college accounts SMS Alert Services etc. 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. Information and status of admission is always updated online.</p>
<p>Examination</p>	<p>For the examination, the college follows the process defined by the affiliating university. University provides to each college a unique ID and password for examination. All the actions - the filling of examination forms, date sheet, updating of internal assessment and practical marks of the students for the various programmes and courses - are followed as made through examination portal of Kurukshetra University, Kurukshetra. All other college activities related to examination - generation of Admit Card for examination, submission of Internal Assessment of students, receiving the question papers, submission of students performance evaluation report, remuneration bills towards examination work - are done through e-governance. The results of various programmes and courses are announced through the University website.</p>

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. R.K.Chauhan	National seminar on Mult idisciplinary Approach in	Nil	700

Sciences:
Present Trends
and future
Prospects
(NCMAS-2019)

[View File](#)

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)
2020	Research Methodology in Collaboration with Mentor S.D. College	NA	25/06/2020	25/06/2020	18	Nil
2020	NA	Five Days Administrative Training on Data Management using Collaboration Tools under Paramarsh	15/06/2020	19/06/2020	Nil	9

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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
E-Content Development	1	06/06/2020	12/06/2020	7

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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	1	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
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Study Leave, Provident Fund Scheme, Maternity Leave, Casual Leave, Earned Leave, Pension Scheme, Loan Facility, 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, SC/BC Scholarship , Radha Krishan Scholarship, Shakuntala Devi Scholarship, Bakshi Ram Scholarship, Savitri Devi Scholarship, Sports student fee concession, Girl students' tuition fee exemption, Installment facility for admission fees, Moral and social value inculcation programmes, Sanitary pads facility for girls students, Career Guidance Facility, Self defense training for women, Counseling sessions for students to keep them strong and grow holistically., Parking facility Bus facility for girls students.
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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 conducts 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 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	2478729	5 Percent Management Share
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6.4.3 – Total corpus fund generated

1917166.00

6.5 – Internal Quality Assurance System

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

Audit Type	External	Internal
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	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Kurukshetra University, Kurukshetra	No	Nil
Administrative	Yes	Kurukshetra University, Kurukshetra	Yes	C.A. deputed by Management

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

<p>1. As proposed by NAAC Peer Team, faculty members were encouraged to improve their academic qualification and enhance their experience of teaching by participating in various research activities. All the regular faculty members except three have their doctoral degree and the remaining three have taken admissions in Ph.D course. The College has a conducive and congenial environment to encourage the teaching staff for different research activities like 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, college also organizes seminars/conferences/workshops on the college campus. 2. As suggested by NAAC Peer Team, the college library is modernized and equipped with more number of books periodicals and is run by qualified librarian. Moreover, it is automated Open Source Integrated Library Management System KOHA is used in the college library. It caters to the needs of the students. Book bank facility is also introduced to meet the needs of the college students. 3. Infrastructure facility, both academics and physical, are expended for the progress of the institution. Wi-fi is installed throughout the campus. CCTV Surveillance Systems is strengthened by installing cameras in the whole campus.</p>
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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 initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Strengthen the Mentor-mentee interaction	01/07/2019	01/07/2019	30/06/2020	979

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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
Campaign against Ragging and Sexual harassment	13/09/2019	13/09/2019	113	44
Seminar on "Self Defence of women: Need of the hour"	28/08/2019	28/08/2019	120	Nil
Seminar on Hygiene and Sanitation	04/10/2019	04/10/2019	102	Nil
Awareness rally at village Dhanora	12/10/2019	12/10/2019	16	4
Lecture cum Workshop on "fundamental duties and responsibilities"	11/01/2020	11/01/2020	26	5
Lecture on "Women Law and Society"	06/03/2020	06/03/2020	32	11
Webinar on "Domestic Violence: A legal perspective"	23/05/2020	23/05/2020	60	7
Quiz competition on "COVID-19 and Domestic Violence"	23/06/2020	23/06/2020	53	25
Beti Bachhao Beti Padhao Abhiyan in seven days special NSS camp	27/12/2019	27/12/2019	35	15
Awareness Rally against Menace of Drugs	01/02/2020	01/02/2020	Nil	30

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	Nil
Provision for lift	No	Nil
Ramp/Rails	No	Nil
Braille Software/facilities	No	Nil
Rest Rooms	Yes	Nil
Scribes for examination	Yes	Nil
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

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
2019	1	1	05/08/2019	1	Pledge taking	Conservation of water	53

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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	01/06/2019	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
Hawan Ceremony in the beginning of	22/07/2019	22/07/2020	80

new session			
Workshop on Road Safety	28/09/2019	28/09/2019	128
Lecture on National Voluntary Blood Donation Day	01/10/2019	01/10/2019	120
Seven Days NSS Camp to spread awareness about environmental issues, hygiene and cleanliness	23/12/2019	30/12/2019	50
Lecture cum Workshop on "fundamental duties and responsibilities"	11/01/2020	11/01/2020	31
Blood Donation Camp	24/01/2020	24/01/2020	77
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Plantation 2. Rain water harvesting system 3. Dumping Zone 4. Polythene free Campus 5. Minimum use of Air Conditioner and Refrigerators

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice I: Women Empowerment

1. Title of the Practice: Women Empowerment

2. Objectives of the Practice: (100 words) There is ample evidence of gender bias in history that exhibits the status of women as underprivileged as compared to men. As our institute is situated in rural vicinity, most of the students belong to conventional patriarchal family structure where females are usually not allowed to participate in decision making. Considering the gender bias prevalent in our society regarding the allocation of various facilities and opportunities for self development, our college organises a number of awareness programmes and activities to enlighten the girl students about their specific rights and opportunities to attain equitable status in all spheres of life.

3. The Context: (150 words) The genesis of gender disparity lies in patriarchal social set up and a corresponding belief in the superiority of male gender over female which results in a dumb acceptance of injustice against women in society. Women are often deprived of availing various opportunities like-attainment of education, health facilities, freedom of decision making and participation in social and political spheres of life. The objective of women empowerment initiatives is to inculcate among students gender sensitivity and moral responsibility for each citizen without any gender bias. It aims at providing equal allocation of the material, human and intellectual resources which allow women to achieve higher standards of living. Pertaining to the Constitutional doctrine of equality and personal liberty and ensuring the safety and security of female staff members and girl students at the work place, I.G.N. College has constituted the various cells like- Anti-Sexual Harassment Cell, Legal Literacy and Women Cell.

4. The Practice: (400 words) 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 principles of equality and impartial justice which is

devoid of any gender bias and discrimination. The college organises various programmes to achieve this objective. Legal literacy and Anti-Sexual harassment cell of the college organized a campaign in association with DLSA (District Legal Services Authority) Kurukshetra to ensure the safety and security of students in the college campus against perils of ragging and sexual harassment on 13 September, 2019. The women cell of the college organised a seminar on "Self Defence of women: Need of the hour" on 28th September 2019, concerning the issue of security of girl students of the college, thereby instilling in them a sense of courage for self defence. Women Cell of the college organised a seminar on "Hygiene and Sanitation" on 4th October 2019 to create awareness among the females regarding issues of health and hygiene. Legal literacy and Anti-Sexual harassment cell of the college organized an awareness rally on 12th October, 2019, in village Dhanora, to make the female residents of the village aware about the menace of drug addiction, domestic violence, eve-teasing and the movement of beti bachao, beti padhao. Legal literacy Cell organized a lecture in the college on "Women Law and Society" in collaboration with Bharat College of Law, Prahlapur on 6th March, 2020, to acquaint the students with laws related to women and the provisions of punishment under IPC for crimes against women. Legal Literacy Cell and Women Cell jointly organized a webinar on "Domestic Violence: A legal perspective" on 23rd May 2020 to acquaint the girl students with their legal rights about sustaining their self esteem, physical and psychological security against any kind of domestic violence. The women cell organized an essay writing competition on Stress Management and Role of Women Self-help groups in COVID-19 on 31st May, 2020, to develop the stress management skills of girl students during the pandemic period. Legal literacy Cell and Women Cell organized an online quiz competition for college students on "Domestic Violence during Lockdown Period of COVID-19" on 23rd June 2020. The objective of the programme was to make the students learn how to sustain the psychological pressures of the unprecedented situation of pandemic crisis without indulging in violent behaviour.

5. Evidence of Success: (200 words)
After a thorough discussion about the relevance and advantages of the programmes related to health and hygiene, self defence and legal rights of women, it was observed by the women cell 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. An online feedback was taken from 45 participants of various activities related to women empowerment to assess their responses on the efficacy of various programmes and activities like-remedies for gender bias against females menace of drug addiction, domestic violence and eve-teasing laws related to women and the provisions of punishment under IPC for crimes against women viewing domestic violence from legal perspective benefits of learning self defense skills for women value of maintaining hygiene and sanitation importance of learning stress management skills and realizing the worth of mutual co-operation in a state of crisis. The feedback received from the students resulted in the following outcome: Most of the students (70 to 89) agree that they are highly benefitted from the programmes and activities few students (2 to 9) express their disagreement whereas some students (6 to 23) are not sure.

6. Problems Encountered and Resources Required: (150 words).
The activity in charges of various programmes encountered certain problems during the execution of these programmes. One of the issues was to make the girl students believe in 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 women are still not granted the right of exercising their freedom of thought and action to take important decisions for themselves and their families. Another problem was the dearth of financial resources. All positive efforts and enthusiastic participation of in-charges of various activities is likely to fail in the absence of requisite financial assistance for the successful completion of such programmes. The various cells of the

college play a constructive role in the development of institute provided they receive the requisite help to accomplish their objectives. II Title of the Practice: Value inculcation and Environmental Protection Initiatives Objectives of the Practice: "Man has learnt to fly like a bird, swim like a fish but he has not learnt to live as a human being". Dr. Sarvepalli Radhakrishnan Today man has achieved tremendously in economic, political, scientific, cultural and technical fields, but has failed to enrich his values. Therefore it is very essential to inculcate social and environmental values among students. The main objective of this best practice is to develop good moral character and inculcate honesty, fair play, cooperation, obedience, good citizenship, upholding the law and generate environmental awareness to protect and preserve environmental resources.. The Context: According to the Father of Nation M.K. Gandhi, 'If wealth is lost nothing is lost, If health is lost something is lost and if character is lost then everything is lost'. In this context, HEI can play a vital role to inculcate the values. Values can be classified into two major categories - interpersonal and intrapersonal values. While intra-personal values are very much concerned with individual and interpersonal values are mainly societal. The values make the personality of the person and decide the growth of the individual, family, society, nation and humanity. In the present era of globalization, multicultural and multi-racial society, it is very important for young people to give importance to human values. The Practice: Our College takes various initiatives to inculcate values and create environmental awareness among students by engaging them in various social and other activities: ? A number of awareness programs were organized: 1. Celebration of birth and commemoration of death anniversaries of Leaders, Educationists and Philanthropists so that the students get inspiration from their lives and learn the importance of human values viz. birth anniversary of Sardar Vallabh Bhai Patel by organizing 'Run for Unity' and death Anniversary of Smt. Indira Gandhi, former Prime Minister of India on October 31, 2019. The 150th birth anniversary of Mahatma Gandhi was celebrated with the theme of a 'clean and plastic free campus'. 2. An awareness program on National Voluntary Blood Donation day on October 1, 2019 and Blood Donation camp on January 24, 2020 were organized to create awareness among the students about health benefits of blood donation for the donors as well as the recipients. This kind of endeavour motivates the students to develop an altruistic concern for others and makes them realise the value of being a responsible human being. 3. The college NSS unit organized the seven days special camp at village Dhanora to spread awareness about environmental issues, hygiene, cleanliness and rallies on social issues like Beti Bacho Beti Padhao abhiyan during December 23-30, 2019. 4. On the foundation day of the college (January 24, 2020) Havan and Bhandara (Community Lunch) were organized in the college premises. It inculcates

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/files/bp/Best-Practices-1.pdf>

7.3 – Institutional Distinctiveness

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

I.G.N. College, Ladwa has succeeded in establishing the culture of conducting regular sports activities which are the most outstanding and esteemed events conducted by the college. The main objectives of the activities are enhancing sport skills of students conducive to the accomplishment of higher targets in sport events at University, State, National and International levels investing the students with the qualities of physical fitness, mental alertness, emotional steadiness and creating awareness about the value of sports among

young generation by setting benchmarks of excellent sport performances. Sports Activities and Achievements of the College during the session 2019-20 are as follows: ? College celebrated 'Fit India Movement' on the occasion of National Sports Day on 29th August, 2019 and conducted 'Run for Fun' Marathon for all students and faculty members. National Style Kabaddi matches were also organised among college students on this occasion. ? College organized Kurukshetra University Kabaddi Zone (Men) Tournament on the College Play Ground from 3 to 4 November, 2019. 12 teams from various colleges successfully participated in the event. ? I.G.N. College organized its 45th Annual Athletic Meet on 4th 5th March, 2020 on the college playground. Mr. Sandeep of B.A.-I yr., (Roll No. 3162710173) in men and Miss Sonam, of B.A. III yr., (Roll No.1545920105) in women section were declared best athlete of the meet. Total 451 athletes (330Men 121 Women) from B.A., B.Sc. and B. Com. streams participated in 32 Athletic and recreational events of the Athletic Meet. 4 Men and 3 women teams participated in traditional indigenous tug of war competitions. All the winner participants of meet were duly honoured by the Principal and Chief Guest of the programme. ? Physical Education department of the college organized an Online Inter-Collegiate Level Surya Namaskar Competition in the last week of the June, 2020, during the Pandemic period. ? College students won 08Gold, 06Silver and 11Bronze Medals in Kurukshetra University Inter-Collegiate tournaments. ? 08 students of our college represented Kurukshetra University Kurukshetra at All-India Inter-University Tournament in different games. ? 02 students of the college won All-India University and Inter-National Medals. Mr. Nitish Kumar of B.A.-I year (3162710059) won silver and bronze medals in 50Mts. Rifle Shooting event in 14th ASC Asian Shooting Championship held at Doha, Qatar and in Khelo India Rifle shooting tournament held at Guwahati, Assam from 10-22 January,2020 respectively. Ms. Kajal of B.A.-III year (1545920046) was honoured by Kurukshetra University with Rs.18000/- cash incentive for winning Bronze Medal in (61 Kg.) All India University Karate (W) Championship held at Sathyabama University Chennai from 8-13 January, 2020 in University Annual Prize distribution function. ? Mr. Nitish Kumar of B.A.-I yr., (Roll No. 3162710059) was declared the best Sports person for the session 2019-20 for his outstanding sports performance at Inter-National and National level competitions in Asian Championship (50 Mts. Rifle Shooting event) held at Doha, Quaitar and in Khelo India Championship (50 Mts. Rifle Shooting event) held at Guwahati, Assam from 10-22 January, 2020 respectively.

Provide the weblink of the institution

<https://www.igncollege.ac.in/files/id/Institutional-Distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

1. Add-On/ Certificate courses will be introduced, i.e. Communication skills, Professional skills, Leadership Management skills, and Universal Human values.
2. National Skills Qualification Framework (NSQF) courses like Yoga stress Management, Computerized Accounting, and GST will be started in the coming academic session.
3. Proposal for National Seminars/Webinars on Intellectual Property Rights, Research Methodology and Entrepreneurship Development will be sent to DGHE for Academic approval.
4. Special workshop and Training programme will be organized to motivate the Teachers to use ICT tools for online delivery of curriculum effectively in this pandemic situation.
5. Teachers will be motivated to attend more FDPs on ICT tools.
6. To create more smart classrooms.
7. Feedback from different stakeholders will be taken Online.
8. Plan to conduct Academic Administrative Audit, Green Audit and Energy Audit.
9. To organize different competitions e.g. Quiz contest, Essay Writing, PPT, Slogan Writing etc. at College, State and National level.
10. To prepare a Self Study Report for NAAC Cycle-2 Accreditation.
11. To organize more programs for community services through NSS and various Clubs/Committees.
12. To organize development programs

for Non-Teaching employees to improve their skills.