YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Government college Sec-9 Gurugram
• Name of the Head of the institution	Dr Satyamanyu Yadav
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01242305208
• Mobile no	9810501978
• Registered e-mail	gpgcsec9@gmail.com
• Alternate e-mail	gpgc9IQAC@gmail.com
• Address	Sector 9 Opp Govt civil Hospital Basai Road Gurugram
• City/Town	Gurugram
• State/UT	Haryana
• Pin Code	122001
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**Gurugram University, Gurugram**
• Name of the IQAC Coordinator	**Dr Neelam Dahiya**
• Phone No.	**01242305208**
• Alternate phone No.	**9910222469**
• Mobile	**9910222469**
• IQAC e-mail address	**GPGCSEC9@GMAIL.COM**
• Alternate Email address	**GPGC9IQAC@GMAIL.COM**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://gcsector9.ac.in/home
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://gcsector9.ac.in/home

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.5**	**2016**	**17/03/2016**	**17/03/2021**

6.Date of Establishment of IQAC	**24/05/2014**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
ENPOWERMENT OF GIRLS STUDENTS	ENPOWERMENT OF GIRLS STUDENTS	HARYANA GOVT	2020-21	55908
ASSISTENCE OF SCIENCE EXHIBITION	ASSISTENCE OF SCIENCE EXHIBITION	HARYANA GOVT	2020-21	50958
SADAK SURAKSHA ABHIYAN	SADAK SURAKSHA ABHIYAN	HARYANA GOVT	2020-21	17900
EARN WHILE YOU LEARN SCHEME	HRD SCHEME	HARYANA GOVT	2020-21	260000
SPORTS ACTIVITIES	SPORTS ACTIVITIES	HARYANA GOVT	2020-21	200000
LIBRARY	LIBRARY	HARYANA GOVT	2020-21	450000
M&S GRANT	M&S GRANT	HARYANA GOVT	2020-21	957670
M&S GRANT	M&S GRANT	HARYANA GOVT	2020-21	566900
PASSPORT FEE	PASSPORT FEE	HARYANA GOVT	2020-21	1459500

8.Whether composition of IQAC as per latest NAAC guidelines	Yes	
• Upload latest notification of formation of IQAC	No File Uploaded	
9.No. of IQAC meetings held during the year	3	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	

10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
• If yes, mention the amount	

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

1. Establishment and augmentation of new labs. 2. New courses introduced 3.Sufficient CCTVs installed in campus 4. Placement drived conducted for students 5. AQAR submitted.

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

Plan of Action	Achievements/Outcomes
Establishment and augmentation of new labs.	Maths, Commerce labs established and Computer Labs renovated
MOUs should be signed with industries	MOUs signed with IT industries
New courses should be introduced	BJMC course started from 2021-22
Sports grounds should be renovated	Basketball ground constructed, TT ,Badminton facilities created
Submission of AQAR	Submitted well in time
Job opportunities should be created for students	Job fair and placement drive are organised for students
Campus should have sufficient CCTVs	Old cameras and DVR repaired and new installed
Internet connectivity in campus	Campus have sufficient internet connections

13. Whether the AQAR was placed before statutory body?	No
• Name of the statutory body	

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	**24/01/2020**

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

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

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

20.Distance education/online education:

Extended Profile

1.Programme

1.1	**14**
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	No File Uploaded

2.Student

2.1	**3305**
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded

2.2	**648**
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	No File Uploaded

2.3	**1002**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1	**73**
Number of full time teachers during the year	

File Description	Documents
Data Template	No File Uploaded

3.2	**79**
Number of sanctioned posts during the year	

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1	**32**
Total number of Classrooms and Seminar halls	

4.2	**43.3**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**164**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Govt College, Sector 9 has a well planned curriculum delivery system . The time table committee makes the time table of all the courses at the beginning of the session in consultation with the head of the institution. To ensure proper planning and implementation of curriculum delivery , the following steps are taken:

1. Time Table : A committee is constituted at the beginning of the session which makes the time

table in accordance with the work-load guidelines given by the Dept of Higher Education,

Panchkula. The time table incorporates all parts of the curriculum-theory, practicals,

composition (in case of languages) and map work (History).

2. Teaching Plan: The faculty members make their semester wise teaching plans and carry out

their teaching work according to it so that the syllabus is evenly distributed through the

semester and proper revision is also done after the completion of course.

3. Internal Assessment: The university guidelines are followed in awarding internal assessment to

the students. Research based assignments are given to the students and tests taken so that

an objective assessment of performance can be made.

4. Documentation: The faculty members keep a record of their curriculum plans, student

assignments and all other aspects relating to effective syllabus

completion and revision.

5. Exam : At the end of each semester exams - both practical and theory exams are held as per

university schedule for assessment of the work completed during the semester.

6. Smart Class Rooms:The use of latest aids in teaching like the smart class rooms is also encouraged.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://gcsector9.ac.in/MenuData?Menu=qZJ6ep8hEYQ=

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

The Academic Calender is shared by the affiliating university at the beginning of the session. The teaching, and internal assessment is done strictly in accordance to the academic calender.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

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

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

4

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

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

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

5

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

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

245

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

1.3 - Curriculum Enrichment

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

The institution follows the curriculum structure provided by the affiliating university. However open elective courses in PG subjects have been chosen with an objective to increase awareness about the society , environment and human co existence with these aspects. Moreover Environment Studies paper is compulsory for first year of all courses.

Course Open Elective M.Com. Media and Society MCA Disaster Management M.Sc. Mathematics Environmental Issues and Communication Skills M.A Economics Disaster Management

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

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

3

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

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

122

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<u>View File</u>

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni   **C. Any 2 of the above**

File Description	Documents
URL for stakeholder feedback report	https://docs.google.com/spreadsheets/d/1LC4B4t2vob1dsPYXHRjdDeynMu88dNjq/edit?usp=sharing&ouid=116975799687660079598&rtpof=true&sd=true
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows   **B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://docs.google.com/spreadsheets/d/1LC4B4t2vob1dsPYXHRjdDeynMu88dNjq/edit?usp=sharing&ouid=116975799687660079598&rtpof=true&sd=true

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

3305

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

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

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

1627

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

2.2 - Catering to Student Diversity

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

The students admitted in our college come from various economic sections and communities of the society. The college is committed for the overall growth and social upliftment of the students. Our college follows all the guidelines issued by DGHE for admission process. After admissions, college adopts a process to identify slow and advanced learners among students. To identify advanced learners and slow learners their responses in the class room as well as the performance in the unit test and internal examinations etc. are observed. After identification of advanced learners and slow learners, teachers adopt different strategy for the growth of students.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

Number of Students	Number of Teachers
3305	**74**

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

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

01-09-2022 11:05:00

Govt. college sec-9, Gurugram is committed for the student's upliftment. All the faculty members strive very hard to develop latest skills, knowledge, and attitude, shape their behaviour towards society. All departments are actively involved and conduct innovative programs which stimulate the creative ability of students and provide them a platform to nurture their problem-solving skills and ensure participative learning. Students are encouraged to participate in inter college as well as national level competitions. The Faculty members make efforts in making the learning activity more interactive by adopting the below-mentioned student-centric methods.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

Now-a-days, it is necessary for the students to learn and master the latest technologies in order to be corporate ready. Therefore, teachers are combining technology with traditional mode of teaching. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

74

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

2.4 - Teacher Profile and Quality

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

74

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

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

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

25

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

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

2.4.3.1 - Total experience of full-time teachers

74

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

2.5 - Evaluation Process and Reforms

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

The procedure of evaluation in the collage is quite transparent and effective as information related to internal assessment is communicated with the students in each semester. College Principal directs all the faculty members to implement effective evaluation process as prescribed by the university.

New admission for 12th pass out is given on the merit basis and the merit list of students is displayed on Notice board. These new students who are admitted are assessed through various evaluation processes through like:

Assessment is done on the basis of attendance record of each student in the class. Students who record above 80 per cent attendance helps faculty to award 5 marks and beyond 80 per cent attendance, marks is awarded accordingly.

Submission of at least one assignment and presentation (5 marks), conducting one class test (10 marks) as per schedule. Internal assessment is awarded on the performance of each student. The overall performance of the students is communicated to the students. Personal guidance is given to the poor performing students after their assessment. Performance of students is displayed on the Notice board and communicated to the students. Second and third year students are given topics by their teachers to prepare assignments and present it through power point presentation.

Internal assessment helps the teachers to evaluate the performance of students more effectively as teachers can know and understand the ability and weakness of the students and students are given counselling /guidance by their teachers to overcome their weaknesses. Student takes more interest towards learning and attending the classes.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://mdurohtak.ac.in/pdf/Notices_Pdf/Archive_notice/102.Internal_Assessment_marks_in_UG_and_PG_Courses.pdf

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

The college has a well-organized mechanism relating to examination grievances. If any student faces any problem related to internal examinations than these students contact the concerned teacher and Principal to eliminate the examination related grievance as per the requirement.

If any student miss his/her internal examination due to health reasons or participating in any college event or activity, for such cases college provides a chance to appear in his/her internal examination but after producing valid medical certificate and other valid documents.

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

2.6 - Student Performance and Learning Outcomes

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

Student learning outcomes statewhat students are expected to know or be able to do upon completion of a course or program. All programs offered by the college are stated and displayed on website and communicated to faculty members and students. The Vision and Mission statements are displayed on the college website.

The Programme Outcomes are mentioned by the affiliating university in the syllabi prescribed to each class. In the beginning of academic year the outcomes of the programme are verbally communicated to the students by faculty members. These programmes are also displayed on college website. They are also defined by university and are clearly mentioned in the syllabus of particular

class and subject. The Programme Specific Outcomes are related to the content of the syllabus. All these outcomes are explained to students in the classrooms. The students are encouraged, guided to learn and adopt these outcomes. Every department plans and conducts all activities in light of the programme outcomes, course outcomes. There are certain ways to assess whether the programme outcomes have been achieved or not. The performance of students in university examinations and in different internal examinations is a parameter of outcome assessment.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	gcsector9.ac.in
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

Government College, Sector-9, Gurugram offers both traditional and professional courses (Computer Science, Tourism, Mass Communication, BBA) under the faculty of Arts, Commerce, and Science. These programs and courses, the institute follow the curriculum designed by the affiliated university. The Programme outcomes, Programme specific outcomes, and course outcomes are evaluated in the institution by the IQAC Committee and the same is communicated to the students in the formal way of the discussion in the classroom and through the departmental noticeboard.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	gcsector9.ac.in

2.6.3 - Pass percentage of Students during the year

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

501

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

http://gcsector9.ac.in/MenuData?Menu=R4OIbUfY2TA=

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

NIL

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

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

3.1.2.1 - Number of teachers recognized as research guides

3

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	No File Uploaded

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

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

0

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

3.2 - Innovation Ecosystem

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

This Institution motivates students not only to gain current knowledge and information but also to create new knowledge, products and Ideas.The activites undertaken by different departments and clubs havecreated an ecosystem for innovationand other intiative for the creation and transfer of knowledge.

Most important among theseare:

1. Enterprenurship club: It organises lectures and workshops by new and established enterprenures including our alumni. The club supports innovative ideas and guide students about funds for executing their ideas.

2. Computer department motivates students to participate in different exhibition and create knowledge and information through various activites like PPT, Project work etc. Students create and transfer new knowledge in this way.

3. Departmentof Tourism help students by making video lectures and uploading them onyoutube. In this way they motivate students to create knowledge and transfer it through youtube.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://m.facebook.com/story.php?story_fbid=2042022812589479&id=100003453416243

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

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

3

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

3.3 - Research Publications and Awards

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

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

2

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

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

the year

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

11

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

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

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

2

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

3.4 - Extension Activities

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

Name of the activity Organising unit/ agency/ collaborating agency Name of the scheme Year of the activity Number of students participated in such activities Tree plantation drive NSS Harit Haryana Abhiyan 2020 50 Green Diwali NSS 2020 100 Onine Webinar on National Education Day NSS 2020 50 Plantation NSS 2020 60 NSS Day Video Making NSS 2020 50 Distribution of woolen cloths NSS 2021 30 Service at Old Age Home NSS 2021 20 7 day camp NSS 2021 100 1 day camp NSS 2021 200 1 day camp NSS 2021 200 statue cleaning activity 5HR BN NCC NCC Day Celebration 2021 53 Run for Unity 5HR BN NCC 2021 36 Blood Donation at DGC 5HR BN NCC NCC Day Celebration 2021 6 26th Jan Celebration

Distt. Administration Gurugram

2021 53 15th Aug Celebration College 2021 15 5 Days online workshop

on cookery women cell 11-15 January 2021 80-90 extension lecture on menstrual hygiene PCOD women cell 23/01/2021 80-90 extension lecture on DOMESTIC VIOLENCE AND SEXUAL HARASSMENT AT WORKPLACE women cell 10/02/2021 80 one day online webinar on malnutrition & health women cell 28/01/2021 80-90

File Description	Documents
Paste link for additional information	http://gcsector9.ac.in/Home
Upload any additional information	**No File Uploaded**

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

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

3

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

4

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

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

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

500

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

3.5 - Collaboration

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

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

159

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

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

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

1

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has adequate physical and academic facilities of infrastructure in order to promote a good teaching learning environment, according to its vision and Strategic Objectives. The institute ensures adequate availability and optimal utilization of physical infrastructure in order to create an environment of excellence in education through technologically innovative educational tools. At the beginning of the academic year need assessment for replacement /up-gradation/addition of the existing infrastructure is carried out based on the suggestions from Heads of the departments and the College Council after reviewing course requirements, computer-student ratio, working condition of the

existing equipment. The Time Table committee plans ahead for all requirements regarding the availability class rooms/labs classrooms, laboratories, furniture and other equipment's. whenever need arises to augment infrastructure in terms of classroom, laboratory books etc., DPR'S are submitted to the higher education department for allotment of funds and execution of work thereof. Distinguished

features of the College include the following; The college ensures optimal utilization of the resources by encouraging innovative teaching?learning practices like use of power point presentations, LCD projectors, smart boards etc. Regular workshops/awareness programs/training programs are conducted for optimal deployment of

infrastructure and utilization of modern technology. On Sundays the class rooms are used for carrying out counseling of IGNOU. It is used as an examination center for college internal and external examinations as well as for other universities like IGNOU etc. The college has upgraded IT infrastructure in view of the recent developments and change in technology to meet the teaching - learning requirements.

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

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

The institution utilizes its resources to provide an environment to its students where they are encouraged to pamper in sports and extracurricular activities. This ensures a holistic development and an all-rounded personality. Students are trained in sports under the guidance of a qualified and specialized Physical Educational Assistant Professor. Systematic training and encouragement is provided to those students who show extraordinary skills in different sports.These students are selected through selection trials. They are trained and encouraged to participate in various level of competition including intra college events, inter-university events, National events and international events. Intra-college events are also organized by the college to encourage students to participate. Although the college doesn't have an established Yoga Centre but Yoga Day is celebrated every year .

Cultural activities: The college believes in all-round development of its students. It constantly encourages them to take part in extracurricular activities to spark their interests and cultivate leadership qualities as well as team spirit. Every year the college conducts cultural programs to make this happen

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

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

20

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

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

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

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

4.2 - Library as a Learning Resource

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

The college isusing Soul 2.0 software and library is fully automatedThe total numbers of books in library are about 15500 and

number of visitors per day is 180-220. THe library has browsing centre, Xeroz facility, Two reading rooms for users.

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

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

A. Any 4 or more of the above

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

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

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

4.495

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

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

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

200

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

4.3 - IT Infrastructure

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

The college IT facilities have been updated on regular basis. Also, new IT equipment has been purchased as per the requirements.. The interactive board, LCD Projector, Printers, high configuration PCs were installed in the college. Smart classrooms equipped with interactive board, LCD projector and speakers were installed. The whole college has been made wi-fi enabled in 2018. College is also availing the lease line internet facility from BSNL.

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

4.3.2 - Number of Computers

204

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

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

43.3

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

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

Institutional mechanisms for maintenance and up gradation of the physical infrastructure, academic and sport facilities, and equipment's are as under: Building Infrastructure: Being fully government institution, a constant effort is made to provide safe and secure space for equipment's and tools. There is a college development and construction committee to look after the maintenance, repair and constructional work related to the building. Construction, repair and maintenance of the main building and physical infrastructure like water facility, power supply and maintenance of campus is looked after by this committee. All work is done through E-tender system by the government agencies as pernorms. The maintenance and up gradation work related to construction and electricity, done by the PWD or HPHC

For the maintenance of toilets and service areas sweepers have been engaged forcleaning the toilets, washrooms, and buildings. Laboratory Equipments and machines: Every department maintains stock registers for keeping the list of chemicals, glassware, equipments and other instruments used in laboratory. Maintains consumption register regularly to keep account of the used material and non-functional glassware, miscellaneous items etc. Physical verification oflaboratory equipments and machines is carried out to record the functional and non functional equipments from time to time. The sports department regularly maintains the stock register for the equipments and materials related to thesports.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

247

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

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

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

Nil (being a government institute)

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

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

A. All of the above

File Description	Documents
Link to Institutional website	https//gcsector9.ac.in
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

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

100

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

100

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

88

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

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

5.2.2.1 - Number of outgoing student progression to higher education

310

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

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

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

21

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

5.3 - Student Participation and Activities

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

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

00

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

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

The Student Council gives students an opportunity to acquire the sort of communication, planning and organisational skills which will be of benefit to them in their future lives. The student council in our college was came into an action in 2019 by having office bearers heading with President, Vice President, General Secretary, Joint Secretary, Treasurer and Members. Participating in anextra-curricular activitywhile at college has substantial career benefits. It enables students to take responsibility for projects, and to demonstrate that they can manage and bring such projects to successful conclusion.

But due to Covid-19 pandemic, and advisory by the State Govt. student's council election were not held during the session 2020-21. But when the State Govt floats the direction in near future regarding student's council, it will come in to existence and start working smoothly for the betterment and welfare of the society.

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

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

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

CULTURAL-19,SPORTS-NIL(Due to COVID-19)

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

5.4 - Alumni Engagement

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

The main purposes of alumni associations is to support a network of former graduates who will, in turn, help to raise the profile of the college Alumni associations aim to bring together like-minded individuals. Alumni association is a good way to get good opportunities for the students in different areas. Alumni association of our college is working efficiently in providing- Wider Professional Network and Exclusive Online Job Listings.

During the session 2021-22our college is planning for Alumni meet in near future for the betterment and welfare of the students.

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

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

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Response

- The Vision and Mission of College are reviewed and redefined in view of changing trends in education. Goals are set to attain the objectives enshrined in national policy for higher education.
- The Governing Body and the Principal together work towards the designing and Implementation of the institutional quality policy. The various administrative and academic departments of the College are effectively governed through a constitution of mandatory bodies such as IQAC, Staff Council, Purchase Committee etc. having well-defined roles and principles keeping in sync with the vision and mission of the College.
- The institution firmly believes in the style of Participative Management. The college provides the better opportunity to all for participation in the decision making process, the college administrative and academic structure is in such a manner as to make the decision by the virtue of participative arrangement.
- To promote growth, equal opportunity and excellence, all faculty members are invited to share in the decision-making process, in setting goals , determining work schedules and making suggestions
- There is wide variation in the decentration of execution and supervision of development progression programs by forming different committees. All these committees work under the chairmanship of the Principal.
- The Principal forms the committees under the convenorship of a teacher or a non-teaching staff with members from teaching staff and non-teaching staff for overall management of the various operations of the college, such as, admission, academic coordination, conduct of examinations, development of infrastructure-facilities, appointment of staff, maintenance of service records, encouraging cultural activities, implementation of healthy practices in the college and inculcation of the spirit of national integrity and social responsibility.
- The teacher supervisors make efforts to motivate students for their overall development through various skill-based and talent-enhancing activities so that they can contribute to society as responsible citizens.

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

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

- **Government PG college sector -9 follows the practice of decentralisation in its true sense, in all the three important pillars of the institution, viz. academics, administration and extra-curricular activities.**
- **The practice of decentralisation and participatory management is reflected in all the activities of the College through a strong and efficient Organogram of Committees/Societies which includes the IQAC, the Staff Council, Student Council, Time Table Committee and various Cultural Societies.**
- **All the major stakeholders of the College including Management, The Governing Body, The Principal, Teaching and Non-Teaching Staff, Parents, Students and Alumni work in a democratic way of governance following the tacit rules of accountability in execution of their duties and responsibilities.**

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Response:

6.2.1 – Quality improvement strategies adopted by the institution for each of the following

Curriculum Development

A) The institution is now affiliated to newly founded Gurugram University. Simultaneously also carrying the affiliation of MDU (

Rohtak).Therefore, University curriculum is followed accordingly.

B) Moreover , some senior teachers from our college are also members of the board of studies. They also attend various meetings of the university and share their valuable suggestions for the improvement of curriculum in accordance with latest changes required in the syllabi e.g CBCS system implemented at PG level. For enriching the practical aspect of the knowledge skill development workshops , seminars are made the very part of the curriculum .

Teaching and Learning

A) The institution has adopted the blended learning mode. Traditional classroom teaching is combined with online mode of learning. There are smart class room with latest smart boards, camera, projectors etc.

B) The fully functional English language Lab helps the students in their English language communication skills. Besides it videos, movies, mandatory computer learning, internships are made part of the learning.

C.) When the Covid-19 pandemic hit the world,the institution successfully overcome the challenge by conducting online classes. All the faculty members tirelessly conducted their classes through Google classroom, Zoom, Google Meet , WebEx etc.) Our institution successfully overcome the challenge by conducting online classes through Edusat and DTH.The educational and instructional materials were made available from a wide variety of sources- emails, YouTube, Google Classroom, WhatsApp etc. Different links of the lectures on YouTube viz- CEC, NPTEL(IIT Madras) shared with the students.

Examination and Evaluation

A) The institution follows the MDU and Gurugram University semester system examination schedule. The college also has its internal system of evaluation by taking class tests and giving assignments to the students.

B) The student friendly approach is adopted during the Covid-19 pandemic , extensive counselling was given to the students whenever required.

C) The weaker students are given counselling and extra classes. A committee headed by examination registrar is formed for the smooth

conduct of exam related work

Research and Development

All the teachers are motivated to create a set of knowledge for others by presenting and publishing of their research papers. During the last years many teachers of college disseminated their knowledge to others on different topics in international, national and state level seminars and journals.

Library, ICT and Physical/ Infrastructure / Instrumentation

A)To keep the teachers and students well-informed, the college library has well equipped "knowledge system. This knowledge system has special reference books, INFLIBNET access, journals, books bank facility etc. Besides all important national, state level newspapers, photocopy facility, are an integral part of this knowledge system. A purchase committee is also constituted for this purpose.

B)Automation (computerized record of the books) of the library is done. Separate dedicated reading rooms are there for boys and girls.

C) Yoga meditation room is there to help staff to de-stress and meditate and there is fully AC seminar room is well-equipped with Digital notice board and display screen with podium.

D) The college has 15 smart class-rooms along with projectors.. There are 17 smart boards also. The institute has its fully AC multipurpose hall with audio video facility and projector, where different activities take place. The institute also has fully equipped Computer lab , Chemistry lab and Physics lab.

Human Resource Management

A) All important decisions regarding Human Resources are jointly taken by the college council with the Principal. All the relevant information/data of the faculty members are uploaded/updated/available on HRMS and MIS portal.

B) To meet the shortage of supporting staff, recruitment is done on the contractual/outsourcing/extension basis, following the Haryana Government guidelines. During 2020-2021 session two assistant

professors and one clerk were recruited. Further students are also given exposure for work experience under the scheme Earn While You Learn.

Industry Interaction / Collaboration

A) The college provides students the opportunity to learn through real life work experiences, To meet it, the teachers and students from professional courses visit the various industrial units, hotels etc. In certain streams theses visits are mandatory.

B) An MOU was executed with Anudip foundation. Under this, ninety nine students did online training.

Admission of Students

A) Admissions are done online through dheadmission.nic.in . First two merit lists are prepared online by higher education. After that physical counselling is done for the remaining seats in all streams.

B) For onlineadmission a nodal officer is appointed who in addition to his team members , is responsible for it . To facilitate admission process , different admission committees are made. Each stream / course committee is headed by senior most faculty member.

C) All the rules like weightage , reservation policy etc. as laid by the University, are followed and all the admissions are done cashless.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

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

Response

- The Organizational Structure of the College consists of the Management, Governing body, the Principal, the teaching staff,

the non-teaching staff and the students.
- The Principal is assisted by the Teachers-in-Charge (TIC) of the Departments, the Staff Council (all teaching faculty) and the Non-Teaching Staff.
- The TIC oversees the smooth functioning of the department for which meetings are held on a regular basis to discuss issues and concerns relating to curricular and extra-curricular activities.
- Staff Council meetings are held at least twice every semester for the effective planning and
- Implementation of programmes like teaching, learning, academic administration, curricular and extracurricular activities.
- The College also has Internal Quality Assurance Cell (IQAC) which works towards realisation of the goals of quality enhancement and sustenance. The IQAC plays an important role for monitoring the internal quality of the institution.
- The Library organization includes Librarian, Assistant Librarian, Library clerks and library attendants.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	http://gcsector9.ac.in/Home
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution has taken several welfare measures for teaching & non-teaching staff besides the timely release of the salary. As the institution analysedthat a satisfied employee can be an asset to the institution.Some of the initiatives towards the welfare of the staff & faculty are given below-

(1) Maternity leave

(2) Medical leave

(3) Provision for Duty leave for attending meetings, seminars, workshops and conferences for professional development purposes.

(4) Cafeteria

(5) Women cell

(6) Wheat loan

(7) Computer training to teachers

(8) The institution has constituted a committee" PUBLIC HEALTH & HYGIENE" which takes care of the health of teaching & non-teaching faculty.

(9) Leave for teaching & non-teaching staff as per guidelines of DHE.

(10) Sexual harassment committee.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File]()

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

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

0

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

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

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

0

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

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

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

16

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

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

The performance appraisal system of teaching staff includes this-

(1)FEEDBACK FORMS-For ensuring quality performance by the staff, the institution has initiated a system of takng feedback from students. For this, the students are asked to give subject wise feedback online. Thus it is ensured that students can give their feedback without any pressure.Their feedback is evaluated and necessary measures are recommended.

(2)ACR-ACR is prepared every year by the staff members, it helps in evaluating the performance of the staff members. ACR letter has been attached by us.

(3)API- API score is also one of the systems for performance checkand self-appraisal. It encourages the teachers to focus on their performance and it analyses overall development of teachers. The institution has a practice of calculating API scores for implementaton of pay bands.

Additional features:

- **The Principal holds regular meetings for performance & result anaylsis with each department in each semester.**
- **The non-teaching staff is headed by an Office Superintendent. He supervises the office staff and reports the progress to the Principal regularly.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.4 - Financial Management and Resource Mobilization

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

About the intrnal and external audits:

No internal audit was coducted during this year due to COVID.

External audits are usually conducted after 4/5years and last audit was conducted on 31st March 2019.

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

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

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

No grants from external resources. College receives grants only from Haryana Government.

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

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

College received grants from Haryana Government as well as RUSA grant. Both grants were used for welfare of students and for college development as per the rules of Haryana Government.

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

6.5 - Internal Quality Assurance System

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

- **Establishment of Botany and Zoology labs.**
- **Augmentation of Computer labs.**
- **Establishment of new Maths labs. Establishment of new Commerce Labs.**
- **MOU's should be signed with various IT industries and Public bodies.**
- **Students willbe motivated to use the 'YOUR DOST' portalestablished by Govt. of Haryanafor counselingof students for social upliftment.**
- **Automation of library' is proposed.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

It has been one of the primary concerns of IQAC to adopt practices, which will provide quality education to the students through an effective and meaningful teaching-learning process. This plays an instrumental role in enhancing the quality of the academic and co-curricular endeavours of the College in keeping with its vision and mission.

Post accreditation, has been able to develop a system for conscious, consistent and catalytic action to bring about reforms in teaching-

learning process, structure, methodologies and learning outcomes.

IQAC suggests innovative pedagogical methodologies like Power Point Presentations, Projects,Workshops, videos etc. in addition to the completion of curriculum through Assignments, Class Tests, Tutorials etc.

Teachers are encouraged to use ICT tools to prepare and deliver their lectures through audios, videos and PPTs

IQAC has ensured that all departments are equipped with ICT facilities.

There has been augmentation of Computer lab , Physics lab ,Chemistry lab.

Botany and Zoology labs are established.

Automation of Library is completed.

MOOC Platform (NPTEL, Coursera, SAP, Udemy, Edx. etc)

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

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

D. Any 1 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

To propagate gender equity, gender justice, and sensitivity various activities are conducted in college. Under Campaign of Women safety, a slogan writing Activity was organized by women cell for spreading awareness among the girl's students about women safety. Thoughtful slogans along with beautiful creativity and imagination were prepared by the girl's students of different classes of different streams. Under the aegis of Women cell Dr. Nidhi Jain Dietitian, Deity Wellness Clinic, Rohini, New Delhi, has delivered lectures as a resource person on Value of Nutrition on and weight Management during Intra-college Webinar on 28th January 2021. Dr. USHA Yadav, consultant Gynaecologist, Deen Dayal Upadhyay Hospital New Delhi delivered lectures as a resource person on Menstrual hygiene and PCOD, which was organized by Women cell on dated 23rd February 2021. On the last day of NSS, seven days of special camp cultural programs were organized focussing on the Beti Bacho Beti Padhoo theme.

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

7.1.2 - The Institution has facilities for   **D. Any 1 of the above**

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

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

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

There is segregation of waste at source collected from the grounds, rooms, and canteen. Green and Blue Bins have been placed at several places on the campus to segregate wet and dry waste. The awareness regarding the same has been created through signboards installed at appropriate places.A pit has been made to dispose of decomposable waste like fallen leaves so that the same decomposes naturally and turns into manure. Being a government institute garbage is collected by Eco-green from the college.

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

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

E. None of the above

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

7.1.5 - Green campus initiatives include

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

C. Any 2 of the above

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

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

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage

C. Any 2 of the above

including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment   5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

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

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

With the objective of developing a spirit of kindness and empathy for society amongst student's various activities of community interaction are organized. During the testing times of COVID-19 students were involved in distributing food items and other necessary items to the needy. Students distributed woolen cloths in the slums area of Basai village. Students visited old age homes and interacted with old people living there and looked after their needs. During the NSS camp, extension lectures were organized on the topics that foster harmony in society. Moreover during seven days special camps NSS volunteers stay together harmoniously despite differences in socioeconomic status or others. Also in university-level camps and RD camps, students learn inclusiveness and develop tolerance towards cultural, ethnic, religious, and other differences.

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

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

The College sincerely sensitizes the students towards their responsibilities as citizens of India. Every year the college organizes flag-hoisting ceremonies and other programs on Independence Day and Republic Day. This year due to COVID-19 the celebrations were attended by NCC and NSS students and faculty members only. The college also celebrates Voters Day to bring awareness among the general masses about the importance of the vote. On 25, Jan 2021 a pledge was taken by students and faculty members to exercise the constitutional right of voting with prudence and responsibly. On 13, Feb 2021 an essay writing competition on "Right to Information Act 2005", was organized to sensitize the students about its importance. Students also took a pledge to celebrate Green Diwali recognizing our duty towards protecting the environment. Road safety and Traffic rules awareness-related activities are also organized in the college. Two days celebration of SADAK SURAKSHA ABHIYAN was organized on 13th March and 15th March. Under which various competitions were organized for creating awareness among the students regarding following Road Safety Rules and the consequences for not following them. Quiz, poster making, slogan writing, and essay writing competitions were organized. Youth parliament was also organized in college to inculcate the values of a responsible citizen. On 16, June 2021 students took a pledge of Blood Donation.

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

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

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

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

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

The college has a tradition of celebrating events and festivals. It is an integral part of learning and building a strong cultural belief in a student. The College makes tremendous efforts in celebrating national and international days, events, and festivals throughout the year. In the academic year 2020-21, we celebrated the following days like International Yoga Day, National Mathematics Day, Teacher's Day, National Education Day, National Youth Day, International Youth Day. Online Quiz on COVID-19 and AIDS on the occasion of international youth day by "Red Ribbon Club "on 24th August 2020. Red Ribbon Club of our College organized an Online quiz on COVID 19 and AIDS on the occasion of International Youth Day on dated 24 August 2020. There were total 72 students participated in the quiz. On National Education Day,11, Sep,21 a Declamation contest was organized online wherein 36 students participated. International Yoga Day was also celebrated virtually, students and faculty members performed yoga at their homes and joined the celebrations at Tau Devi Lal Stadium, Gurugram by the Aayush department virtually. A webinar on Teachers Day was organized in which Dr. Indu Jain was invited, speaker. An online lecture of Dr. Charanpreet Kaur Associate Prof. was organized on National Mathematics Day. 60 odd students joined the lecture virtually

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

7.2 - Best Practices

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

Best Practices –1. Environment Consciousness

The college with the long-standing tradition of creating environment consciousness and conservation inspires into its surroundings and people the desire for environmental peace and harmony. The college with its dense green cover is committed to promoting environmental consciousness. Understanding our responsibility towards mother nature the college organizes a tree plantation drive every year. Also, all important occasions are commemorated with the planting of saplings. Such drives not only make students connect with the environment but also inculcate a sense of responsibility towards mother nature. The students planted saplings in and around their homes on 10, Sep 2020 and motivated others to do the same. Saplings of Ashoka, Neem, Bel Patra, and guava were planted by students. Students and teachers also took pledges to look after the planted saplings and plant more and more trees. Continued efforts are made to protect existing plants and trees in and around the campus. Students have been planting trees in the villages of Basai and Dhankot which are in the vicinity of the college.

Extension lectures are organized with the objective of making students aware of the role of green plants in reducing environmental pollution and maintaining ecological balance. This year students also took a pledge to celebrate Green Diwali and plant trees on that day. The college has also nurtured a tradition to felicitate guests by giving a sapling to promote environmental consciousness.

2. Swachhta Abhiyan – "Cleanliness is next to Godliness". It is our responsibility to keep ourselves and our surroundings clean and hygienic. This fosters positivity, creates good physical and mental health, and inhibits the occurrence of diseases. Therefore, in

pursuant to the vision of Swatch Bharat Abhiyan our college launches the special cleanliness drive every year. Consequently, students not only undertake the work of cleanliness in the college campus but also organize mass awareness campaigns on cleanliness through rallies. Students participated in pond cleaning work in village Dhankot.

File Description	Documents
Best practices in the Institutional website	https://gcsector9.ac.in/Data?Menu=ROFj+/eyOLA=&SubMenu=EZMZRwPEnRw=
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The development of Information Technology and the widespread dissemination of ICT gave opportunities for teaching and learning digitally and led to the adoption of smart solutions in the educational environment to improve the performance of both teachers and students. The college has enhanced the use of modern ICT-assisted teaching-learning methods. Necessary infrastructure including smart boards and LCD projectors, wi-fi facilities, e-resources have been enhanced/created to use ICT facilities optimally. As college has set up 15 smart classrooms out of a total of 28 classrooms i.e., more than 50 percent of capacity. Teachers have also been trained in the use of technology which has resulted in better teaching-learning. The teachers use all resources to make the students understand the subject easily. With access to the internet, the students will learn more beyond their syllabus. The teachers could explain difficult topics easily with visuals and multimedia presentations. The system has changed classroom teaching from teacher-centric to both teacher and student-centric education. This meaningful and innovative use of technology in teaching has enhanced its effectiveness.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Govt College, Sector 9 has a well planned curriculum delivery system . The time table committee makes the time table of all the courses at the beginning of the session in consultation with the head of the institution. To ensure proper planning and implementation of curriculum delivery , the following steps are taken:

1. Time Table : A committee is constituted at the beginning of the session which makes the time

table in accordance with the work-load guidelines given by the Dept of Higher Education,

Panchkula. The time table incorporates all parts of the curriculum- theory, practicals,

composition (in case of languages) and map work (History).

2. Teaching Plan: The faculty members make their semester wise teaching plans and carry out

their teaching work according to it so that the syllabus is evenly distributed through the

semester and proper revision is also done after the completion of course.

3. Internal Assessment: The university guidelines are followed in awarding internal assessment to

the students. Research based assignments are given to the students and tests taken so that

an objective assessment of performance can be made.

4. Documentation: The faculty members keep a record of their curriculum plans, student

assignments and all other aspects relating to effective syllabus completion and revision.

5. Exam : At the end of each semester exams - both practical and theory exams are held as per

university schedule for assessment of the work completed during the semester.

6. Smart Class Rooms:The use of latest aids in teaching like the smart class rooms is also encouraged.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://gcsector9.ac.in/MenuData?Menu=qZJ6ep8hEYQ=

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

The Academic Calender is shared by the affiliating university at the beginning of the session. The teaching, and internal assessment is done strictly in accordance to the academic calender.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

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

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

4

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

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

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

5

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

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

245

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

1.3 - Curriculum Enrichment

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

The institution follows the curriculum structure provided by the affiliating university. However open elective courses in PG subjects have been chosen with an objective to increase awareness about the society , environment and human co existence with these aspects. Moreover Environment Studies paper is compulsory for first year of all courses.

Course Open Elective M.Com. Media and Society MCA Disaster Management M.Sc. Mathematics Environmental Issues and Communication Skills M.A Economics Disaster Management

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

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

3

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

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

122

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	https://docs.google.com/spreadsheets/d/1LC4B4t2vob1dsPYXHRjdDeynMu88dNjq/edit?usp=sharing&ouid=116975799687660079598&rtpof=true&sd=true
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows | **B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://docs.google.com/spreadsheets/d/1LC4B4t2vob1dsPYXHRjdDeynMu88dNjq/edit?usp=sharing&ouid=116975799687660079598&rtpof=true&sd=true

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

3305

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

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

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

1627

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

2.2 - Catering to Student Diversity

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

The students admitted in our college come from various economic sections and communities of the society. The college is committed for the overall growth and social upliftment of the students. Our college follows all the guidelines issued by DGHE for admission process. After admissions, college adopts a process to identify slow and advanced learners among students. To identify advanced learners and slow learners their responses in the class room as well as the performance in the unit test and internal examinations etc. are observed. After identification of advanced learners and slow learners, teachers adopt different strategy for the growth of students.

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

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

Number of Students	Number of Teachers
3305	**74**

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Govt. college sec-9, Gurugram is committed for the student's upliftment. All the faculty members strive very hard to develop latest skills, knowledge, and attitude, shape their behaviour towards society. All departments are actively involved and conduct innovative programs which stimulate the creative ability of students and provide them a platform to nurture their problem-solving skills and ensure participative learning. Students are encouraged to participate in inter college as well as national level competitions. The Faculty members make efforts in making the learning activity more interactive by adopting the below-mentioned student-centric methods.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

Now-a-days, it is necessary for the students to learn and master the latest technologies in order to be corporate ready. Therefore, teachers are combining technology with traditional mode of teaching. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

74

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

2.4 - Teacher Profile and Quality

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

74

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

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

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

25

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

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

2.4.3.1 - Total experience of full-time teachers

74

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

2.5 - Evaluation Process and Reforms

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

The procedure of evaluation in the collage is quite transparent and effective as information related to internal assessment is communicated with the students in each semester. College Principal directs all the faculty members to implement effective evaluation process as prescribed by the university.

New admission for 12th pass out is given on the merit basis and the merit list of students is displayed on Notice board. These new students who are admitted are assessed through various evaluation processes through like:

Assessment is done on the basis of attendance record of each student in the class. Students who record above 80 per cent attendance helps faculty to award 5 marks and beyond 80 per cent attendance, marks is awarded accordingly.

Submission of at least one assignment and presentation (5 marks), conducting one class test (10 marks) as per schedule. Internal assessment is awarded on the performance of each student. The overall performance of the students is communicated to the students. Personal guidance is given to the poor performing students after their assessment. Performance of students is displayed on the Notice board and communicated to the students. Second and third year students are given topics by their teachers to prepare assignments and present it through power point presentation.

Internal assessment helps the teachers to evaluate the performance of students more effectively as teachers can know and understand the ability and weakness of the students and students are given counselling /guidance by their teachers to overcome their weaknesses. Student takes more interest towards learning

and attending the classes.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://mdurohtak.ac.in/pdf/Notices_Pdf/Archive_notice/102.Internal_Assessment_marks_in_UG_and_PG_Courses.pdf

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

The college has a well-organized mechanism relating to examination grievances. If any student faces any problem related to internal examinations than these students contact the concerned teacher and Principal to eliminate the examination related grievance as per the requirement.

If any student miss his/her internal examination due to health reasons or participating in any college event or activity, for such cases college provides a chance to appear in his/her internal examination but after producing valid medical certificate and other valid documents.

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

2.6 - Student Performance and Learning Outcomes

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

Student learning outcomes statewhat students are expected to know or be able to do upon completion of a course or program. All programs offered by the college are stated and displayed on website and communicated to faculty members and students. The Vision and Mission statements are displayed on the college website.

The Programme Outcomes are mentioned by the affiliating university in the syllabi prescribed to each class. In the beginning of academic year the outcomes of the programme are verbally communicated to the students by faculty members. These

programmes are also displayed on college website. They are also defined by university and are clearly mentioned in the syllabus of particular class and subject. The Programme Specific Outcomes are related to the content of the syllabus. All these outcomes are explained to students in the classrooms. The students are encouraged, guided to learn and adopt these outcomes. Every department plans and conducts all activities in light of the programme outcomes, course outcomes. There are certain ways to assess whether the programme outcomes have been achieved or not. The performance of students in university examinations and in different internal examinations is a parameter of outcome assessment.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	gcsector9.ac.in
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

Government College, Sector-9, Gurugram offers both traditional and professional courses (Computer Science, Tourism, Mass Communication, BBA) under the faculty of Arts, Commerce, and Science. These programs and courses, the institute follow the curriculum designed by the affiliated university. The Programme outcomes, Programme specific outcomes, and course outcomes are evaluated in the institution by the IQAC Committee and the same is communicated to the students in the formal way of the discussion in the classroom and through the departmental noticeboard.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	gcsector9.ac.in

2.6.3 - Pass percentage of Students during the year

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

501

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	<u>View File</u>
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

http://gcsector9.ac.in/MenuData?Menu=R4OIbUfY2TA=

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

NIL

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

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

3.1.2.1 - Number of teachers recognized as research guides

3

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	**No File Uploaded**

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

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

0

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

3.2 - Innovation Ecosystem

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

This Institution motivates students not only to gain current knowledge and information but also to create new knowledge, products and Ideas.The activites undertaken by different departments and clubs havecreated an ecosystem for innovationand other intiative for the creation and transfer of knowledge.

Most important among theseare:

1. Enterprenurship club: It organises lectures and workshops by new and established enterprenures including our alumni. The club supports innovative ideas and guide students about funds for executing their ideas.

2. Computer department motivates students to participate in different exhibition and create knowledge and information through

various activites like PPT, Project work etc. Students create and transfer new knowledge in this way.

3. Departmentof Tourism help students by making video lectures and uploading them onyoutube. In this way they motivate students to create knowledge and transfer it through youtube.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://m.facebook.com/story.php?story_fbid=2042022812589479&id=100003453416243

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

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

3

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

3.3 - Research Publications and Awards

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

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

2

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

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

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

11

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

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

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

2

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

3.4 - Extension Activities

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

Name of the activity Organising unit/ agency/ collaborating agency Name of the scheme Year of the activity Number of students

participated in such activities Tree plantation drive NSS Harit Haryana Abhiyan 2020 50 Green Diwali NSS 2020 100 Onine Webinar on National Education Day NSS 2020 50 Plantation NSS 2020 60 NSS Day Video Making NSS 2020 50 Distribution of woolen cloths NSS 2021 30 Service at Old Age Home NSS 2021 20 7 day camp NSS 2021 100 1 day camp NSS 2021 200 1 day camp NSS 2021 200 statue cleaning activity 5HR BN NCC NCC Day Celebration 2021 53 Run for Unity 5HR BN NCC 2021 36 Blood Donation at DGC 5HR BN NCC NCC Day Celebration 2021 6 26th Jan Celebration

Distt. Administration Gurugram

2021 53 15th Aug Celebration College 2021 15 5 Days online workshop on cookery women cell 11-15 January 2021 80-90 extension lecture on menstrual hygiene PCOD women cell 23/01/2021 80-90 extension lecture on DOMESTIC VIOLENCE AND SEXUAL HARASSMENT AT WORKPLACE women cell 10/02/2021 80 one day online webinar on malnutrition & health women cell 28/01/2021 80-90

File Description	Documents
Paste link for additional information	http://gcsector9.ac.in/Home
Upload any additional information	No File Uploaded

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

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

3

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

4

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

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

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

500

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

3.5 - Collaboration

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

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

159

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

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

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

1

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has adequate physical and academic facilities of infrastructure in order to promote a good teaching learning environment, according to its vision and Strategic Objectives. The institute ensures adequate availability and optimal utilization of physical infrastructure in order to create an environment of excellence in education through technologically innovative educational tools. At the beginning of the academic year need assessment for replacement /up-gradation/addition of the existing infrastructure is carried out based on the suggestions from Heads of the departments and the College Council after reviewing course requirements, computer-student ratio, working condition of the

existing equipment. The Time Table committee plans ahead for all requirements regarding the availability class rooms/labs classrooms, laboratories, furniture and other equipment's. whenever need arises to augment infrastructure in terms of classroom, laboratory books etc., DPR'S are submitted to the higher education department for allotment of funds and execution of work thereof. Distinguished

features of the College include the following; The college ensures optimal utilization of the resources by encouraging innovative teaching?learning practices like use of power point presentations, LCD projectors, smart boards etc. Regular workshops/awareness programs/training programs are conducted for optimal deployment of infrastructure and utilization of modern technology. On Sundays the class rooms are used for carrying out counseling of IGNOU. It is used as an examination center for college internal and external examinations as well as for other universities like IGNOU etc. The college has upgraded IT infrastructure in view of the recent developments and change in technology to meet the teaching – learning requirements.

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

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

The institution utilizes its resources to provide an environment to its students where they are encouraged to pamper in sports and extracurricular activities. This ensures a holistic development and an all-rounded personality. Students are trained in sports under the guidance of a qualified and specialized Physical Educational Assistant Professor. Systematic training and encouragement is provided to those students who show extraordinary skills in different sports.These students are selected through selection trials. They are trained and encouraged to participate in various level of competition including intra college events, inter-university events, National events and international events. Intra-college events are also organized by the college to encourage students to participate.

Although the college doesn't have an established Yoga Centre but Yoga Day is celebrated every year .

Cultural activities: The college believes in all-round development of its students. It constantly encourages them to take part in extracurricular activities to spark their interests and cultivate leadership qualities as well as team spirit. Every year the college conducts cultural programs to make this happen

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

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

20

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

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

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

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

4.2 - Library as a Learning Resource

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

The college isusing Soul 2.0 software and library is fully automatedThe total numbers of books in library are about 15500 and number of visitors per day is 180-220. THe library has browsing centre, Xeroz facility, Two reading rooms for users.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**A. Any 4 or more of the above**

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

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

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

4.495

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

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

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

200

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

4.3 - IT Infrastructure

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

The college IT facilities have been updated on regular basis. Also, new IT equipment has been purchased as per the requirements.. The interactive board, LCD Projector, Printers, high configuration PCs were installed in the college. Smart classrooms equipped with interactive board, LCD projector and speakers were installed. The whole college has been made wi-fi enabled in 2018. College is also availing the lease line internet facility from BSNL.

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

4.3.2 - Number of Computers

204

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

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

43.3

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

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

Institutional mechanisms for maintenance and up gradation of the physical infrastructure, academic and sport facilities, and equipment's are as under: Building Infrastructure: Being fully government institution, a constant effort is made to provide safe and secure space for equipment's and tools. There is a college development and construction committee to look after the maintenance, repair and constructional work related to the

building. Construction, repair and maintenance of the main building and physical infrastructure like water facility, power supply and maintenance of campus is looked after by this committee. All work is done through E-tender system by the government agencies as pernorms. The maintenance and up gradation work related to construction and electricity, done by the PWD or HPHC

For the maintenance of toilets and service areas sweepers have been engaged forcleaning the toilets, washrooms, and buildings. Laboratory Equipments and machines: Every department maintains stock registers for keeping the list of chemicals, glassware, equipments and other instruments used in laboratory. Maintains consumption register regularly to keep account of the used material and non-functional glassware, miscellaneous items etc. Physical verification oflaboratory equipments and machines is carried out to record the functional and non functional equipments from time to time. The sports department regularly maintains the stock register for the equipments and materials related to thesports.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

247

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

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

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

Nil (being a government institute)

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

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

File Description	Documents
Link to Institutional website	https//gcsector9.ac.in
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

01-09-2022 11:05:02

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

`100`

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

`100`

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

88

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

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

5.2.2.1 - Number of outgoing student progression to higher education

310

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

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

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

21

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

5.3 - Student Participation and Activities

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

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

00

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

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

The Student Council gives students an opportunity to acquire the sort of communication, planning and organisational skills which will be of benefit to them in their future lives. The student council in our college was came into an action in 2019 by having office bearers heading with President, Vice President, General Secretary, Joint Secretary, Treasurer and Members. Participating in anextra-curricular activitywhile at college has substantial career benefits. It enables students to take responsibility for projects, and to demonstrate that they can manage and bring such projects to successful conclusion.

But due to Covid-19 pandemic, and advisory by the State Govt. student's council election were not held during the session 2020-21. But when the State Govt floats the direction in near future regarding student's council, it will come in to existence and start working smoothly for the betterment and welfare of the society.

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

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

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

CULTURAL-19,SPORTS-NIL(Due to COVID-19)

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

5.4 - Alumni Engagement

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

The main purposes of alumni associations is to support a network of former graduates who will, in turn, help to raise the profile of the college Alumni associations aim to bring together like-minded individuals. Alumni association is a good way to get good opportunities for the students in different areas. Alumni association of our college is working efficiently in providing-Wider Professional Network and Exclusive Online Job Listings.

During the session 2021-22our college is planning for Alumni meet in near future for the betterment and welfare of the students.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Response

- **The Vision and Mission of College are reviewed and redefined in view of changing trends in education. Goals are set to attain the objectives enshrined in national policy for higher education.**
- **The Governing Body and the Principal together work towards the designing and Implementation of the institutional quality policy. The various administrative and academic departments of the College are effectively governed through a constitution of mandatory bodies such as IQAC, Staff Council, Purchase Committee etc. having well-defined roles and principles keeping in sync with the vision and mission of the College.**
- **The institution firmly believes in the style of Participative Management. The college provides the better opportunity to all for participation in the decision making process, the college administrative and academic structure is in such a manner as to make the decision by the virtue of participative arrangement.**
- **To promote growth, equal opportunity and excellence, all faculty members are invited to share in the decision-making process, in setting goals , determining work schedules and making suggestions**
- **There is wide variation in the decentration of execution**

- and supervision of development progression programs by forming different committees. All these committees work under the chairmanship of the Principal.
- The Principal forms the committees under the convenorship of a teacher or a non-teaching staff with members from teaching staff and non-teaching staff for overall management of the various operations of the college, such as, admission, academic coordination, conduct of examinations, development of infrastructure-facilities, appointment of staff, maintenance of service records, encouraging cultural activities, implementation of healthy practices in the college and inculcation of the spirit of national integrity and social responsibility.
- The teacher supervisors make efforts to motivate students for their overall development through various skill-based and talent-enhancing activities so that they can contribute to society as responsible citizens.

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

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

- Government PG college sector -9 follows the practice of decentralisation in its true sense, in all the three important pillars of the institution, viz. academics, administration and extra-curricular activities.
- The practice of decentralisation and participatory management is reflected in all the activities of the College through a strong and efficient Organogram of Committees/Societies which includes the IQAC, the Staff Council, Student Council, Time Table Committee and various Cultural Societies.
- All the major stakeholders of the College including Management, The Governing Body, The Principal, Teaching and Non-Teaching Staff, Parents, Students and Alumni work in a democratic way of governance following the tacit rules of accountability in execution of their duties and responsibilities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Response:

6.2.1 – Quality improvement strategies adopted by the institution for each of the following

Curriculum Development

A) The institution is now affiliated to newly founded Gurugram University. Simultaneously also carrying the affiliation of MDU (Rohtak).Therefore, University curriculum is followed accordingly.

B) Moreover , some senior teachers from our college are also members of the board of studies. They also attend various meetings of the university and share their valuable suggestions for the improvement of curriculum in accordance with latest changes required in the syllabi e.g CBCS system implemented at PG level. For enriching the practical aspect of the knowledge skill development workshops , seminars are made the very part of the curriculum .

Teaching and Learning

A) The institution has adopted the blended learning mode. Traditional classroom teaching is combined with online mode of learning. There are smart class room with latest smart boards, camera, projectors etc.

B) The fully functional English language Lab helps the students in their English language communication skills. Besides it videos, movies, mandatory computer learning, internships are made part of the learning.

C.) When the Covid-19 pandemic hit the world,the institution

successfully overcome the challenge by conducting online classes. All the faculty members tirelessly conducted their classes through Google classroom, Zoom, Google Meet , WebEx etc.) Our institution successfully overcome the challenge by conducting online classes through Edusat and DTH.The educational and instructional materials were made available from a wide variety of sources- emails, YouTube, Google Classroom, WhatsApp etc. Different links of the lectures on YouTube viz- CEC, NPTEL(IIT Madras) shared with the students.

Examination and Evaluation

A) The institution follows the MDU and Gurugram University semester system examination schedule. The college also has its internal system of evaluation by taking class tests and giving assignments to the students.

B) The student friendly approach is adopted during the Covid-19 pandemic , extensive counselling was given to the students whenever required.

C) The weaker students are given counselling and extra classes. A committee headed by examination registrar is formed for the smooth conduct of exam related work

Research and Development

All the teachers are motivated to create a set of knowledge for others by presenting and publishing of their research papers. During the last years many teachers of college disseminated their knowledge to others on different topics in international, national and state level seminars and journals.

Library, ICT and Physical/ Infrastructure / Instrumentation

A)To keep the teachers and students well-informed, the college library has well equipped "knowledge system. This knowledge system has special reference books, INFLIBNET access, journals, books bank facility etc. Besides all important national, state level newspapers, photocopy facility, are an integral part of this knowledge system. A purchase committee is also constituted for this purpose.

B)Automation (computerized record of the books) of the library is

done. Separate dedicated reading rooms are there for boys and girls.

C) Yoga meditation room is there to help staff to de-stress and meditate and there is fully AC seminar room is well-equipped with Digital notice board and display screen with podium.

D) The college has 15 smart class-rooms along with projectors.. There are 17 smart boards also. The institute has its fully AC multipurpose hall with audio video facility and projector, where different activities take place. The institute also has fully equipped Computer lab , Chemistry lab and Physics lab.

Human Resource Management

A) All important decisions regarding Human Resources are jointly taken by the college council with the Principal. All the relevant information/data of the faculty members are uploaded/updated/available on HRMS and MIS portal.

B) To meet the shortage of supporting staff, recruitment is done on the contractual/outsourcing/extension basis, following the Haryana Government guidelines. During 2020-2021 session two assistant professors and one clerk were recruited. Further students are also given exposure for work experience under the scheme Earn While You Learn.

Industry Interaction / Collaboration

A) The college provides students the opportunity to learn through real life work experiences, To meet it, the teachers and students from professional courses visit the various industrial units, hotels etc. In certain streams theses visits are mandatory.

B) An MOU was executed with Anudip foundation. Under this, ninety nine students did online training.

Admission of Students

A) Admissions are done online through dheadmission.nic.in . First two merit lists are prepared online by higher education. After that physical counselling is done for the remaining seats in all streams.

B) For onlineadmission a nodal officer is appointed who in addition to his team members , is responsible for it . To facilitate admission process , different admission committees are made. Each stream / course committee is headed by senior most faculty member.

C) All the rules like weightage , reservation policy etc. as laid by the University, are followed and all the admissions are done cashless.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	**Nil**
Upload any additional information	View File

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

Response

- **The Organizational Structure of the College consists of the Management, Governing body, the Principal, the teaching staff, the non-teaching staff and the students.**
- **The Principal is assisted by the Teachers-in-Charge (TIC) of the Departments, the Staff Council (all teaching faculty) and the Non-Teaching Staff.**
- **The TIC oversees the smooth functioning of the department for which meetings are held on a regular basis to discuss issues and concerns relating to curricular and extra-curricular activities.**
- **Staff Council meetings are held at least twice every semester for the effective planning and**
- **Implementation of programmes like teaching, learning, academic administration, curricular and extracurricular activities.**
- **The College also has Internal Quality Assurance Cell (IQAC) which works towards realisation of the goals of quality enhancement and sustenance. The IQAC plays an important role for monitoring the internal quality of the institution.**
- **The Library organization includes Librarian, Assistant Librarian, Library clerks and library attendants.**

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	http://gcsector9.ac.in/Home
Upload any additional information	View File

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

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

6.3 - Faculty Empowerment Strategies

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

The institution has taken several welfare measures for teaching & non-teaching staff besides the timely release of the salary. As the institution analysedthat a satisfied employee can be an asset to the institution.Some of the initiatives towards the welfare of the staff & faculty are given below-

(1) Maternity leave

(2) Medical leave

(3) Provision for Duty leave for attending meetings, seminars, workshops and conferences for professional development purposes.

(4) Cafeteria

(5) Women cell

(6) Wheat loan

(7) Computer training to teachers

(8) The institution has constituted a committee" PUBLIC HEALTH & HYGIENE" which takes care of the health of teaching & non-teaching faculty.

(9) Leave for teaching & non-teaching staff as per guidelines of DHE.

(10) Sexual harassment committee.

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

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

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

0

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

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

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

0

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

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

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

16

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

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

The performance appraisal system of teaching staff includes this-

(1)FEEDBACK FORMS-For ensuring quality performance by the staff, the institution has initiated a system of takng feedback from

students. For this, the students are asked to give subject wise feedback online. Thus it is ensured that students can give their feedback without any pressure.Their feedback is evaluated and necessary measures are recommended.

(2)ACR-ACR is prepared every year by the staff members, it helps in evaluating the performance of the staff members. ACR letter has been attached by us.

(3)API- API score is also one of the systems for performance checkand self-appraisal. It encourages the teachers to focus on their performance and it analyses overall development of teachers. The institution has a practice of calculating API scores for implementaton of pay bands.

Additional features:

- The Principal holds regular meetings for performance & result anaylsis with each department in each semester.
- The non-teaching staff is headed by an Office Superintendent. He supervises the office staff and reports the progress to the Principal regularly.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.4 - Financial Management and Resource Mobilization

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

About the intrnal and external audits:

No internal audit was coducted during this year due to COVID.

External audits are usually conducted after 4/5years and last audit was conducted on 31st March 2019.

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

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

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

No grants from external resources. College receives grants only from Haryana Government.

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

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

College received grants from Haryana Government as well as RUSA grant. Both grants were used for welfare of students and for college development as per the rules of Haryana Government.

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

6.5 - Internal Quality Assurance System

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

- **Establishment of Botany and Zoology labs.**
- **Augmentation of Computer labs.**
- **Establishment of new Maths labs. Establishment of new**

- **Commerce Labs.**
- **MOU's should be signed with various IT industries and Public bodies.**
- **Students willbe motivated to use the 'YOUR DOST' portalestablished by Govt. of Haryanafor counselingof students for social upliftment.**
- **Automation of library' is proposed.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

It has been one of the primary concerns of IQAC to adopt practices, which will provide quality education to the students through an effective and meaningful teaching-learning process. This plays an instrumental role in enhancing the quality of the academic and co-curricular endeavours of the College in keeping with its vision and mission.

Post accreditation, has been able to develop a system for conscious, consistent and catalytic action to bring about reforms in teaching-learning process, structure, methodologies and learning outcomes.

IQAC suggests innovative pedagogical methodologies like Power Point Presentations, Projects,Workshops, videos etc. in addition to the completion of curriculum through Assignments, Class Tests, Tutorials etc.

Teachers are encouraged to use ICT tools to prepare and deliver their lectures through audios, videos and PPTs

IQAC has ensured that all departments are equipped with ICT facilities.

There has been augmentation of Computer lab , Physics lab ,Chemistry lab.

Botany and Zoology labs are established.

Automation of Library is completed.

MOOC Platform (NPTEL, Coursera, SAP, Udemy, Edx. etc)

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

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

D. Any 1 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

To propagate gender equity, gender justice, and sensitivity various activities are conducted in college. Under Campaign of Women safety, a slogan writing Activity was organized by women cell for spreading awareness among the girl's students about women safety. Thoughtful slogans along with beautiful creativity and imagination were prepared by the girl's students of different

classes of different streams. Under the aegis of Women cell Dr. Nidhi Jain Dietitian, Deity Wellness Clinic, Rohini, New Delhi, has delivered lectures as a resource person on Value of Nutrition on and weight Management during Intra-college Webinar on 28th January 2021. Dr. USHA Yadav, consultant Gynaecologist, Deen Dayal Upadhyay Hospital New Delhi delivered lectures as a resource person on Menstrual hygiene and PCOD, which was organized by Women cell on dated 23rd February 2021. On the last day of NSS, seven days of special camp cultural programs were organized focussing on the Beti Bacho Beti Padhoo theme.

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

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

D. Any 1 of the above

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

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

There is segregation of waste at source collected from the grounds, rooms, and canteen. Green and Blue Bins have been placed at several places on the campus to segregate wet and dry waste. The awareness regarding the same has been created through signboards installed at appropriate places.A pit has been made to dispose of decomposable waste like fallen leaves so that the same decomposes naturally and turns into manure. Being a government

institute garbage is collected by Eco-green from the college.

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

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

E. None of the above

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

7.1.5 - Green campus initiatives include

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

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

C. Any 2 of the above

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

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	C. Any 2 of the above

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e.,

tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

With the objective of developing a spirit of kindness and empathy for society amongst student's various activities of community interaction are organized. During the testing times of COVID-19 students were involved in distributing food items and other necessary items to the needy. Students distributed woolen cloths in the slums area of Basai village. Students visited old age homes and interacted with old people living there and looked after their needs. During the NSS camp, extension lectures were organized on the topics that foster harmony in society. Moreover during seven days special camps NSS volunteers stay together harmoniously despite differences in socioeconomic status or others. Also in university-level camps and RD camps, students learn inclusiveness and develop tolerance towards cultural, ethnic, religious, and other differences.

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

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

The College sincerely sensitizes the students towards their responsibilities as citizens of India. Every year the college organizes flag-hoisting ceremonies and other programs on Independence Day and Republic Day. This year due to COVID-19 the celebrations were attended by NCC and NSS students and faculty members only. The college also celebrates Voters Day to bring awareness among the general masses about the importance of the vote. On 25, Jan 2021 a pledge was taken by students and faculty members to exercise the constitutional right of voting with prudence and responsibly. On 13, Feb 2021 an essay writing competition on "Right to Information Act 2005", was organized to sensitize the students about its importance. Students also took a pledge to celebrate Green Diwali recognizing our duty towards protecting the environment. Road safety and Traffic rules awareness-related activities are also organized in the college. Two days celebration of SADAK SURAKSHA ABHIYAN was organized on 13th March and 15th March. Under which various competitions were

organized for creating awareness among the students regarding following Road Safety Rules and the consequences for not following them. Quiz, poster making, slogan writing, and essay writing competitions were organized. Youth parliament was also organized in college to inculcate the values of a responsible citizen. On 16, June 2021 students took a pledge of Blood Donation.

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

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

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

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

The college has a tradition of celebrating events and festivals.

It is an integral part of learning and building a strong cultural belief in a student. The College makes tremendous efforts in celebrating national and international days, events, and festivals throughout the year. In the academic year 2020-21, we celebrated the following days like International Yoga Day, National Mathematics Day, Teacher's Day, National Education Day, National Youth Day, International Youth Day. Online Quiz on COVID-19 and AIDS on the occasion of international youth day by "Red Ribbon Club "on 24th August 2020. Red Ribbon Club of our College organized an Online quiz on COVID 19 and AIDS on the occasion of International Youth Day on dated 24 August 2020. There were total 72 students participated in the quiz. On National Education Day,11, Sep,21 a Declamation contest was organized online wherein 36 students participated. International Yoga Day was also celebrated virtually, students and faculty members performed yoga at their homes and joined the celebrations at Tau Devi Lal Stadium, Gurugram by the Aayush department virtually. A webinar on Teachers Day was organized in which Dr. Indu Jain was invited, speaker. An online lecture of Dr. Charanpreet Kaur Associate Prof. was organized on National Mathematics Day. 60 odd students joined the lecture virtually

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

7.2 - Best Practices

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

Best Practices -1. Environment Consciousness

The college with the long-standing tradition of creating environment consciousness and conservation inspires into its surroundings and people the desire for environmental peace and harmony. The college with its dense green cover is committed to promoting environmental consciousness. Understanding our responsibility towards mother nature the college organizes a tree plantation drive every year. Also, all important occasions are

commemorated with the planting of saplings. Such drives not only make students connect with the environment but also inculcate a sense of responsibility towards mother nature. The students planted saplings in and around their homes on 10, Sep 2020 and motivated others to do the same. Saplings of Ashoka, Neem, Bel Patra, and guava were planted by students. Students and teachers also took pledges to look after the planted saplings and plant more and more trees. Continued efforts are made to protect existing plants and trees in and around the campus. Students have been planting trees in the villages of Basai and Dhankot which are in the vicinity of the college.

Extension lectures are organized with the objective of making students aware of the role of green plants in reducing environmental pollution and maintaining ecological balance. This year students also took a pledge to celebrate Green Diwali and plant trees on that day. The college has also nurtured a tradition to felicitate guests by giving a sapling to promote environmental consciousness.

2. Swachhta Abhiyan – "Cleanliness is next to Godliness". It is our responsibility to keep ourselves and our surroundings clean and hygienic. This fosters positivity, creates good physical and mental health, and inhibits the occurrence of diseases. Therefore, in pursuant to the vision of Swatch Bharat Abhiyan our college launches the special cleanliness drive every year. Consequently, students not only undertake the work of cleanliness in the college campus but also organize mass awareness campaigns on cleanliness through rallies. Students participated in pond cleaning work in village Dhankot.

File Description	Documents
Best practices in the Institutional website	https://gcsector9.ac.in/Data?Menu=ROFj+/eyOLA=&SubMenu=EZMZRwPEnRw=
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The development of Information Technology and the widespread

dissemination of ICT gave opportunities for teaching and learning digitally and led to the adoption of smart solutions in the educational environment to improve the performance of both teachers and students. The college has enhanced the use of modern ICT-assisted teaching-learning methods. Necessary infrastructure including smart boards and LCD projectors, wi-fi facilities, e-resources have been enhanced/created to use ICT facilities optimally. As college has set up 15 smart classrooms out of a total of 28 classrooms i.e., more than 50 percent of capacity. Teachers have also been trained in the use of technology which has resulted in better teaching-learning. The teachers use all resources to make the students understand the subject easily. With access to the internet, the students will learn more beyond their syllabus. The teachers could explain difficult topics easily with visuals and multimedia presentations. The system has changed classroom teaching from teacher-centric to both teacher and student-centric education. This meaningful and innovative use of technology in teaching has enhanced its effectiveness.

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

7.3.2 - Plan of action for the next academic year

Future Plan of Action for Next Academic Year : In view of core values of NAAC the Future Plan

for the year 2021-22 is detailed in the following manners.

Establishment of new labs and renovation of old labs:

1. Establishment of new Botany and Zoology labs.

2. Augmentation of Computer labs.

3. Establishment of new Maths labs.

4. Establishment of new Commerce Labs. Promotion of Online learning and collaboration

with IT industry for better placement opportunities:

1. Use of E Content and Google classroom facilities.

2. MOU's will be signed with various IT industries and Public bodies.

3. Students will be motivated to use 'YOUR DOST' portal established by Govt. of Haryana for

counselling of students for social upliftment.

4. Job fair and Placement drive for students will be organized.

Automation of office and library:

1. E-office will be set up for contactless working of the institution.

2. Automation of library will be done .

Sports facilities:

1. Sports pavilion along with Gym room proposal will be sent to Directorate.

2. Proposal for construction for Cricket practice pitch with Net facility will be sent to

Directorate.

3. Department will be approached to procure financial help for Kabaddi Matches(Boys and Girls).

Campus improvement and Beautification:

1. Removal of weeds with chemical treatment will be done in campus.

2. Renovation of Canteen will be done.

3. Fencing of boundary wall will be done .

4. Proposal for Power Grid Connectivity with College power supply will be sent.

Others:

1. Demand for new courses MSC Computer Science and BSC MATH(Hons) will to be sent to

Higher Education office.

2. Submission of AQAR for the session 2020-21.

3. Preparation of SSR for Second cycle of Accreditation.

4. Proposal for Reading Hall on the top of library will be sent to Directorate.