



Yearly Status Report - 2019-2020

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	RGGCW BHIWANI
Name of the head of the Institution	Dr. Sudhir Kumar
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01664255118
Mobile no.	9416397288
Registered Email	gcwbhiwani@gmail.com
Alternate Email	anitadeepaksharma21@gmail.com
Address	Rajiv Gandhi Govt. College for Women ,Hansi Road Bhiwani
City/Town	Bhiwani
State/UT	Haryana
Pincode	127021

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Smt. Rekha Sharma
Phone no/Alternate Phone no.	01664255118
Mobile no.	9416525308
Registered Email	gcwbhiwani@gmail.com
Alternate Email	anitadeepaksharma21@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://gcwbhiwani.ac.in/images/12/MultipleFiles/File21994.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://gcwbhiwani.ac.in/images/12/MultipleFiles/File20631.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.34	2015	01-Mar-2015	02-Mar-2020

6. Date of Establishment of IQAC	30-Dec-2013
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Debate Competition	09-Aug-2019	24

	01	
Rakhi Making Competition	10-Aug-2019 01	31

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[View Uploaded File](#)

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2020 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

1. Regular maintenance of college infrastructure including labs, classrooms, canteen, etc. 2. Updation of online content according to the new syllabus and new areas of interest. 3. Green initiatives to be promoted among staff and students. 4. Regular updation of the college website. 5. Lesson Plans are prepared to ensure coverage of the syllabus on time.

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

Plan of Action	Achivements/Outcomes
Academic Calender	The Academic Calendar for the session 20192020 prepared and successfully executed
Admission Process	Completed admission process on time
Constituting of IQAC committee	Improvement in the quality education, and administrative processes within the institute.
Extension lecture on career counsling	Career guidance develops an individual's competencies in self-knowledge, educational and occupational exploration, and career planning. We have organized a programme to make the students understand various opportunities awaiting for them
Extension lecture on Personality Development	Attendies gain insight their own strengths, weaknesses and personality traits. They gain tips on professional etiquette,time management and leadership skills.
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	27-Feb-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	The college is a unit of the Department of Higher Education, Govt. of Haryana complies follows the Management Information System developed at the centralized level for 155 Government Colleges in Haryana. The ERP has been designed to cater to the requirements of the colleges for a robust database and MIS reporting for all the students and alumni. Right from admission to fee, scholarship, examination and evaluation, complaints and grievances,

placement, employee and asset management are done through a very userfriendly interface. The ERP ensures that there is minimum data entry and that the records of all students and employees are safe at all times. The colleges have access to the updation of information through login ID and password. The list of modules currently operational areas below: 1. Web Portal • Search and Locate colleges and Courses. Transparency in the Admission Process. Anytime, anywhere availability of data for multiple audiences. Integrated and correlated database for all Colleges, Employees, and Students. Rolebased authorized access. RRealTimeStudent Progress Monitoring. 2. Online Admission • Provision for inviting online registrations and applications. Generation of rank / Merit List of the College/ course wise. Allotment of courses and subjects as per merit and seat availability. 3. Seats Information • Provision for Total Sanctioned Intake (seats) • Provision for Total Filled Seats • Provision for Total Vacant Seats • Provision for Total Application Received 4. Fee Management Accounting • Integration of Online Payment System. Various fee reports at Head Office and College level. Tracking of fee collection, student's fee payments and receipts/refund fees. Alerts on mobile APP. 5. Human Resource Management • Employee data available on single dashboard. Access to employee complete service book such as Joining/ Posting, Transfer, Promotion, Training, Suspension (if any), Service Book, etc. Attendance and Leave Tracking and Management. 6. Complaints and Grievances • Provision for students to record complaints/ Grievances. Complaint includes complaint id, complaint description, and detailed description of complaint and nature of complaint. All complaints addressed to designated Nodal Grievances officer/Chairperson. 7. Scholarship Management • Online applications for scholarship linked to admission application forms. Real time college wise scholarship application/disbursement/pending statistics. Online disbursement of scholarship to the selected candidates.

8. Student Information Management • Add/ edit/ delete individual student as and when approved by authorities. Student dashboard: Attendance Records, Timetable, Examination Schedules, Results, Events and important Notifications/Circulars. 9. Exam Management • Pre and Post Conduct Procedure of Examination. Exam Management and Course Management. Various reports. 10. Placement Management • Job Postings from various companies posted on portal. Students can check the eligibility criteria, and list of shortlisted and selected candidates for campus drive from the portal. 11. Reports Management • Coursewise applied applications. Subject wise Seats Information available.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Rajiv Gandhi Govt College for Women Bhiwani, affiliated to CBLU, follow the curriculum given by the university. Based on the CBLU academic calendar, college prepares the academic calendar. The academic calendar provides date of commencement of the academic session, duration of semester, period of internal assessment tests, final semester examinations etc. The department allocate subjects to teachers and prepare time table. The teachers prepare the teaching materials and delivery content. The institution has developed a structured and effective implementation of the curriculum. Following are the various means through which its execute the curriculum: • Academic calendar: It is provide by the affiliating university at the commencement of every session. The college streamlines its academic process by preparing its own schedule of activities accordingly. • Time - Table Committee: The time- table committee prepares the over- all time- table of the college. All the departments make their own time- tables as well as which are duty displayed in the college website and notice boards. • Lesson Plan: A Lesson plan includes subject introduction, subject requirements, subject topics, reference books. It gives an insight how the lecture class will be handled throughout the individual months of the semester. • Teaching Aids: Lectures are used to convey information, history, background, theories of subjects, to expose the students to contemporary issues and life-long learning in the societal context. Smart boards and PPTs are used to deliver lectures. To tackle the situation actuated by Covid-19 the faculty members made sure the continuity of teaching- learning process through online platforms like google meet, Whatsapp, youtube etc. • Demonstration Method: It helps the students in developing better understanding of the subjects and presentation method clarifying their doubts. • Class Presentations: Presentations are given to illustrate ideas and concepts in intricate graphical and animation which effectively communicate the working of actual solutions and their impact. • Lab Work: Laboratory work demonstrates how theory can be verified by experiments through interpretation of results. Field work and

Project Work are also conducted by different departments. • Library: The college has a well- maintained library with adequate number of books. Students get books issued on the days assigned to their respective classes. Ample number of magazines and daily newspapers are available for the students to peruse.

Record is maintained by the library. • Learning Objectives: Formative assessment is done to assess the level of learning of the students. Extra classes are conducted for slow learners. Students prepare assignments and give presentations. Internal assessment is done on the basis of tests and assignments. Final assessment is done through university examinations. • Extra Activities. Interactive teaching is promoted through students' participation in group discussions, quizzes and seminars. • Feedback : The college takes feedback from students, teachers, employers and alumni. The college assesses its performance and improves in requisite areas after analyzing the feedback. •

Mentor- Mentee System: Small group of students is allotted to individual faculty members. Various academic and other issues are addressed and resolved through these groups. The cross-cutting issues like Gender, Environmental sustainability, Human Values and Professional Ethics etc., find an ample space when it comes to applying them positively into the curriculum. We believe in maintaining healthy environment for all its students. There are various committees/clubs which provide opportunities to the students such as 1. Anti-Ragging Committee: As per the guidelines of UGC, AICTE and the University, an Anti-Ragging Committee has been constituted to handle the issues pertaining to ragging the names of the committee members along with their mobile numbers are displayed at different places in the institution. Any student can lodge a complaint without disclosing his/her identity in case of any in convenient incident. 2. Legal Literacy Cell: Legal awareness helps to promote consciousness of legal culture, participation in the formation of laws and the rule of law. 3. Women Cell: Workshops related to various entrepreneur ventures are conducted enhancing regional artistic practices. 4. Discipline Committee: This committee plays a vibrant role in the maintenance of discipline of the complete campus. In day-to-day functioning of the college as well as any special occasion or any programmes. 5. Red Ribbon Club: Imparting health related awareness like extension lecture by Doctors, Blood Donation Camp, One Day Medical Camp. 6. Road Safety Club: Extension lectures from Traffic Department experts, organizes rally to promote sustainable transport, Traffic rules quiz for students. 7. NCC/NSS: An opportunity to volunteer in various national schemes and camps. File Description • Upload Additional Information -
- Lesson Plan - Activity

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
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BCom	BCom	01/07/2019
MSc	Computer Science	01/07/2019

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

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

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MSc	Computer Science	53
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	No
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
NA

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Arts	640	750	639
BCom	Commerce	180	200	176
BCA	Computer Application	120	70	48
BSc	Non-Medical and Computer Science	210	220	186
MSc	Computer Science	50	90	50
PGDCA	Computer	20	14	7

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	3112	106	82	0	9

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
82	65	11	10	10	7

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

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

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

The Mentoring program is adopted with following aims and objectives. 1. To help students maintain a balance between academic excellence and personality growth. 2. To guide them in identifying their potentials and encourage them to participate in co-curricular activities. 3. To strengthen student-teacher relationship. 4. To prepare them to face and tackle the challenges of life once they step out of the college after graduation. 5. To retain and engage students meaningfully. Practice. A list of students along with a form to record his/her observations on their mentee is given to each teacher at the beginning of every new academic session by the career counseling cell of the college. Mentoring is always done on a one to one basis. During the mentoring sessions, besides other areas of discussion, the students are also made aware of what to expect from the courses and subjects on offer. Problems faced by the students and academically weak students are identified and measures are taken to address such issues. Assessment. - The Students mentoring program is helping students to come out of their comfort zone and involve themselves in co curricular and extracurricular activities of the college. The mentors also engage students who require awareness and support extended to students for the preparation of OCET, MBA, M.Sc, GATE, GRE, CAT, ISRO, NTPC, BSNL, DRDO, BARC, and other Govt. PSUs examinations. A mentor prepared and maintained record for each student. The record has both personal and academic data. Students are allowed to approach the mentor for both academic personal problems. Personalized professional /career advice is given to the mentee. The interaction and counseling has not only motivated them to be academically more focused but also overcome their sense of inhibition as most of the students come from economically poor background. There is increased percentage in students' class attendance also.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3218	82	1 : 39

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
95	82	13	0	20

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	NA	Nil	NA
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	NA	6th sem.	12/08/2020	15/10/2020
BCA	NA	6th Sem	14/08/2020	17/10/2020
BCom	NA	6th Sem.	14/08/2020	17/10/2020
PGDCA	NA	2nd Sem	14/08/2020	24/11/2020
MSc	NA	4th Sem	12/09/2020	24/11/2020
BSc	NA	6th Sem	17/08/2020	17/10/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As per the guidelines of Chaudhary Bansi Lal Lal University, Bhiwani the institution appointed college exam officer (Chief supdt.) for smooth conducting the Examinations and making policy decisions in regard to organizing examinations, improving the systems of examinations. Institute Adopted Centralized Continuous Internal Evaluation (CIE) System to assess student's development in both the semester. The institute has faculty wise internal exam committees who made aware of the CIE and evaluation process. The induction Programme is conducted at the beginning of the session for informing to students 'examination pattern, schedule and regulations Academic Calendar. Schedule Display in the College and Department Notice Board. The Principal conducts Review Meetings department wise to give necessary feedback for the improvement of students' performance. Assessments of group discussions, seminars, assignments and periodically held written tests help to know the performance of the students. Revision lectures to help the students to have insight to the previously covered topics and connecting with the new topics. Class room Interaction Co-curricular activities: Teachers also verify the students through numerous mechanisms along with ordinary interaction with college students, quizzes, assignments, every day attendance and mid-term examinations. Hence the students are assessed and marks provided to them in session with the department and as per the institute suggestions/coverage.

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

The academic calendar is a very useful document, which contains the most important dates to guide the teachers and students. The institute adheres to the Academic Calendar prepared according to the calendar provided by CBLU University. Our academic calendars provide important information about teaching

dates examination dates extra cocurricular activities, semester based and annual based examinations. Before the commencement of every semester respective departments prepare a detailed study plan, assignments for the individual teachers and the number of classes allotted to each course. On the basis of this the Routine subcommittee of the Teachers' Committee prepares a detailed timetable and academic calendar for the entire semester. Finally this is distributed to the departmental teachers and the students and also made available on college Website. The effectiveness of the process is maintained through effective monitoring by the Principal as well as the senior most faculty member. The college has a vibrant culture of instilling inquisitiveness and scientific temper among the students through a number of activities. Every year we prepare the academic calendar for the institute and also a department wise activity schedule for smooth functioning. This ensures that the curriculum is enriched through related activities like guest lecture, extension series and industry interaction. For the academic session academic calendar was prepared and followed for conduct of examination and other activities. The academic calendar is displayed on the institute website and also shares with the head of the departments so as to ensure proper execution. The Institute prepares their own academic calendar for various programmes which follow the timelines/guidelines and academic schedule of the affiliating University.

2.6 – Student Performance and Learning Outcomes

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

<http://gcwbhiwani.ac.in/images/12/MultipleFiles/File21620.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
B.A	BA	GENERAL	579	260	44.9
B.Sc	BSc	Non-Medical and C.S.	192	108	56.25
B.COM	BCom	General	173	144	83.23
BCA	BCA	GENERAL	45	8	17.77
M.Sc	MSc	Computer Science	46	18	39.13
PGDCA	PGDCA	Diploma in computer Application	7	2	28.6

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2.7 – Student Satisfaction Survey

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

<http://gcwbhiwani.ac.in/images/12/MultipleFiles/File21792.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Total	0	NIL	0	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nil	NIL
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	Nil	Nil	Nil	Nil	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	PHYSICS	2	Nil
National	Physics	1	Nil
International	Chemistry	1	Nil
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
PHYSICS	1
No file uploaded.	

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

Title of the	Name of	Title of journal	Year of	Citation Index	Institutional	Number of
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Paper	Author		publication		affiliation as mentioned in the publication	citations excluding self citation
NOT AVAILABLE	Nil	Nil	Nil	Nil	Nil	Nil
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Presented papers	6	11	0	0
Attended/Seminars/Workshops	0	11	0	0
No file uploaded.				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Jal Shakti Abhiyan	NSS	2	200
Tree Plantation Drive	NSS/NCC	5	130
FIT INDIA Programme	NSS/NCC	3	500
Rahagiri Programme	NSS/NCC and Local Community	5	50
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Essay Writing	7th Position in District Level Essay Writing Competition	Haryana State Council for Science and Technology	1
Science Exhibition	2nd position in Science Exhibition	The Indian Science Congress Association	1

Declamation	3rd position in District Level Competition	Legal Literacy Cell	1
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NSS	NSS	Swachh Bharat	6	300
NSS	NSS	Gender Issues	15	500
NSS	NSS	First Aid Training Programme	2	100
NSS	NSS	Fit India Movement	70	1375
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	Nil	Nil	Nil
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	Nil	Nil
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
5.5	5.4

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Existing
Campus Area	Existing
Laboratories	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Fully	2.0	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	11558	2675783	42	34602	11600	2710385
Reference Books	328	178159	380	207755	708	385914
e-Books	0	0	0	0	0	0
Journals	0	0	0	0	0	0
e-Journals	0	0	0	0	0	0
e-Journals	0	0	0	0	0	0
Digital Database	0	0	0	0	0	0
CD & Video	0	0	0	0	0	0
Library Automation	0	0	0	0	0	0
Weeding (hard & soft)	0	0	0	0	0	0
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	102	5	1	0	0	5	14	50	0
Added	0	0	0	0	0	0	0	0	0
Total	102	5	1	0	0	5	14	50	0

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

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
7.1	6.9	2.7	2.7

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

<p>The policy of the College is to fulfill and upgrade the infrastructural requirements as and when such need arises. Various committees of the College are constituted to plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized. The Department of Higher Education, Haryana (DHE) is the sanctioning authority of funds for the procurement of different support facilities in the Govt. Colleges. The college has two types of source of funds i.e. one budgetary provisions from the Government and secondly through utilization of student's funds under the provisions of Haryana Education Code. The Central purchase committees, Other Committees are constituted by the Principal to finalize/decide the cases of purchase/procurement after seeking requisition requirement from each Head of the department for all articles related to stores, apparatus, desks/benches/IT equipment's, books and other support facilities and proposal is sent to the Government for approval sanction of the budget as per the directions procedure supplied by DHE, Haryana.</p>
http://gcwbhiwani.ac.in/images/12/MultipleFiles/File20630.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION**5.1 – Student Support**

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Haryana Govt. Different Scholarships	1821	10535225
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Soft Skills	13/09/2013	300	DGHE Haryana
Life Skills	01/07/2014	160	Physical Education Department of RGGCW Bhiwani
Computing Skills	07/06/2011	743	CSE Department
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Employment Training	26	26	0	0
2019	Security Forces Competition Exam	183	83	0	0
2019	Career Counselling and Resume Making	60	60	0	0
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

3	3	10
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5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	NIL	0	0
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
Nil	203	BA, B.COM, B.SC, BCA	Different Discipline	As per list attached	as per list attached
View File					

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

Items	Number of students selected/ qualifying
NET	1
View File	

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

Activity	Level	Number of Participants
TALENT SEARCH	COLLEGE	90
ANNUAL ATHLETIC MEET	COLLEGE	125
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	GOLD	National	1	Nil	Nil	SAVITA
View File						

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

The nominated student's council in coordination with college administration work for the benefit of the students throughout the year and pursues several activities in coordination with the teacher in-charges within and outside the college campus. It can also air students' difficulties which may not otherwise come to light. It can bring views and concerns of students forward to the Principal and teachers in a proper systematic manner so that solutions to their

problems can be taken well in time. The major activities pursued by the Students' representatives are to monitor various academic and socio-cultural events in the college, maintain overall discipline in the campus, act as a facilitator between the students and college, coordinate all extracurricular activities and annual festival of the college and to play a significant role as volunteers in conferences, workshops, sports, cultural and other functions.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The Principal is the college's top authority. He makes every significant choice in the college and the students' best interests. All staff members are equally important and have a big part to play in the college's decision-making process. There are various committees and cells, including the women's cell, placement cell, science cell, and commerce cell, all of which play crucial roles in the college's success. Teachers serve as In-Charges or Nodal Officers in each of these cells, participating in meetings, making decisions, and carrying out activities in accordance with the rules. The college's decision-making process is structured and decentralised. There are 70 committees in which all the faculty members have equal participation. In college various committees are constituted by the Principal at the beginning of the new academic session. Some of the major committees are there: 1.) College Council 2.) Internal Quality Assurance Cell 3.) Central Purchase Committee 4.) Sports Board 5.) NCC 6.) NSS

Besides these, other committees are constituted to fix different responsibilities such as Admission Committee, Time Table, Internal Assessment, Red Ribbon Committee etc. The Annual Duty List is circulated at the beginning of the year for effective implementation of the curriculum for the session.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	As we know that 'education' is an elementary key to Success. Therefore, we look forward to the need of the good and effective curriculum. The intuition

has appointed source faculty members to review and observe the assigned curriculum. This committee reports to the head of the institution on regular intervals. The institution is also looking forward is distribution the work as per the specialization of faculty members.

Teaching and Learning

Teaching Learning is the prime aspect of any education institution and the institution also sees toward the main aspect to provide an environment of quality education. It takes education in order to enhance the academic excellence of the institute when we can help the students in chasing and achieving the goals of their lives. This year, all the departments were instructed to prepare the academic calendar specifying the academics and non-academics activities. The college is also looking forward especially in analysing the supposed aims and objectives by monitoring them at regular intervals.

Examination and Evaluation

This institution evaluates the performance of the students through internal assessment tests, assignments, presentations and projects in order to prepare them for uplifting their skills. Further, we are keen to monitor the transparency in evaluation process. The more focus is given in analysing and balancing with the recent and present values. An examination committee is formed to ensure smooth conduction of examination in the campus of the college.

Research and Development

As we all know that updating of faculty in research has become mandatory to maintain the pace with the latest academic environment. So, it is necessary to provide a scientific environment to students where they can learn about the new technology, discoveries and innovations. Since 2003, this college has been endeavouring to promote the faculty to attend more seminars, workshops and conferences to the research based activities and skills. The institution not only promotes the faculty to attend the state and national level seminars but also encouraged students in order to make them realize about the need and importance of research.

Library, ICT and Physical Infrastructure / Instrumentation	Thin educational institute provides fully equipped library in which different section are arranged in order to provide a systematic source of information. It also provides a couple of classrooms with the facility of Eduset and projector.
Human Resource Management	The head of the intuition has formed a committee of faculty members to organize and participate in self development programmes. The faculty members, on behalf of the administration of college, fully support the members of staff and students with necessary and relevant assistance to optimize their work.
Industry Interaction / Collaboration	There is specific linkage among college and industrialist with the help of lectures delivered by industry experts and domain experts time to time.
Admission of Students	Thin educational institute has a complete on-line process regarding the admission of the students. Once shortlisted is does candidates are invited for a scrutiny of documents and then ground of merit on provided by students in their application forms.

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

E-governace area	Details
Administration	The College Campus is covered with CCTV Cameras. The Human Resource Management System is operational.
Finance and Accounts	Online Salary through e-salary, online disbursement of various scholarships and bills.
Student Admission and Support	Transparent and Centralized admission process as per state govt. norms. Scholarships are digitalized through online portal.
Examination	Examination forms and Internal Assessments are submitted online.
Planning and Development	Management Information Services, Human Resource Management System, Issuance of Digital Signature to encourage teachers. Siksha Setu App for the teachers and students are functioning smoothly.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	nil	NIL	NIL	0
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	NIL	Nill	Nill	Nill	Nill	Nill
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher course on Research Methodology	3	26/08/2019	07/09/2019	15
orientation Program	1	22/06/2019	12/07/2019	21
orientation program	1	30/09/2019	19/10/2019	21
orientation program	1	04/06/2020	01/07/2020	28
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
41	41	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Provision of TA/DA and duty leave to the teachers attending Seminars/Conferences. Facility of House Building Advance. Provision Of LTC once in a block of four years.	TA/DA and duty leave to the teachers attending Workshops/Trainings. Facility of House Building Advance. Facility of Vehicle Advance. Provision Of LTC once in a block of four	R.O. purified drinking water. water Coolers for drinking. Indoor and outdoor game playground. Canteen Facility. Generator for all classrooms. display board for all kind information.

Maternity leave of six months in case of female teachers. Study leave provision is there. Children Education Allowance. Child Care Leave for female teacher.	years. Maternity leave of six months in case of female teachers. Study leave provision is there. Children Education Allowance. Child Care Leave for female teacher. Monthly Medical Allowance and reimbursement of the full amount incurred on medical treatments. House Rent Allowance. Uniform Allowance in case of sweepers, Malis and Chowkidars. Interest free wheat loan to class IV employees.	Cultural pro enhancing their cultural to N.S.S. and N.C.C. Education Scouts, mountaineering (University Level)
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6.4 – Financial Management and Resource Mobilization

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

Internal Audit: At the level of the college, a pre-audit is conducted. The Bursar examines and confirms all transaction vouchers in light of the approved budget and the availability of funds in the college. Also, at the end of every financial year, the Principal appoints Stock Verification Committees to inspect and certify the available stock in the college. The committee also suggests that stock goods be written off if they are discovered to be non-operational. The office staff (Fund Clerk) regularly prepares the cash books, which are then reviewed by the Bursar and countersigned by the Principal. External Audit: The external audits of the institution are conducted regularly as per the State Govt. instructions. The audit team of the Accountant General Haryana conducts periodical audits of the record of funds provided by the State Government. After the conduct of the audit, the Chief Accounts Officer, Govt. of Haryana, releases the audit report. Financial audit includes: Funds received from government agencies like Social Welfare Departments towards SC, ST, OBC and other minority scholarships are audited. Funding towards Placement Cell, Women Cell, Earn While You Learn, Lab Up-gradation, Material and Supply and Office Expenses (O/E) are audited thereafter utilization certificate is also submitted. The college collects fees from the students under various Heads like Amalgamated Fund, University Fund, Red Cross Fund, Radha Krishnan Fund, Sports Fund, Development Fund, Library Fee, Electricity Charges, NSS/ NCC fee etc. Cash-books and stock registers are maintained for different funds separately. The audit of the student's funds is done by the Local Audit Haryana. The expenditure bills of all the Govt. Grants are submitted to the treasury and the amount is transferred through RTGS/ NEFT to the vendor's bank account.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Null	No	Null
Administrative	No	Null	No	Null

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

Orientation Programme for Students and their parents to make acquaintance with college staff, campus, timetable, Code of Conduct, scholarships, and activities to be conducted throughout the year.

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

As per Haryana Govt. Norms

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

1. A regular student satisfaction survey is being conducted to obtain feedback.
2. Expansion of Wi-Fi facilities in the college.
3. Cameras were installed for security purposes.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	debate Competition	09/08/2019	09/08/2019	09/08/2019	24

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
One day Culinary Workshop	12/10/2019	12/10/2019	50	Null
Extension lecture	06/11/2019	06/11/2019	150	Null
Extension lecture	26/11/2019	26/11/2019	160	Null

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

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

1. College Teachers take regular EVS classes of Ist year UG students to create environmental awareness. 2. College has the facility of turning bio-degradable waste into compost. 3. College is planning to change all bulbs with CFL for saving energy. 4. College has adopted good practices for the optimum use of water to save it.

7.1.3 – Differently abled (Divyangjan) friendliness

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

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	22/07/2019	1	Jal Shakti Abhiyan	To spread awareness about water	200
2019	1	1	25/07/2019	1	Tree Plantation Drive	Nil	130
2019	1	1	04/08/2019	1	Rahgiri Programme	To aware about the people for eco friendly environment	50
2019	1	1	29/08/2019	1	Fit India Movement	To spread awareness	500

						about fitness	
2019	1	1	13/09/2019	1	Cleanness Awareness Rally	To Clean the campus	200
2019	1	1	02/10/2019	1	Plogging Programme	To aware to keep environment clean	120
2019	1	1	12/11/2019	1	Cleanness Camp and Rally	To Conserve the environment	200
2019	1	1	05/01/2020	7	Seven Days Special Camp	To spread awareness about social issues	300

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

Title	Date of publication	Follow up(max 100 words)
Code of Conduct for Non-teaching Staff	09/08/2019	<p>1. Nonteaching staff should perform all professional activities through proper channels.</p> <p>2. They should follow all norms and job details assigned by the governing body.</p> <p>3. They should professionally perform his /her role.</p> <p>4. Non-Teaching Staff assigned to Laboratories should keep the laboratories clean.</p> <p>5. They should cooperate with authorities of the college or institutes in the fulfillment of goals and missions.</p> <p>6. They respect colleagues and cooperate with them in activities related to the administrative and academic development of the institute.</p> <p>7. NonTeaching Staff, working in the Lab, shall maintain a stock register for all the articles, equipment, chemicals,</p>

		<p>etc. 8. They should not be involved in any unethical activities. 9. Absence of duties without prior permission of the authorities is not considerable. 10. They should improve their technical and nontechnical skills related to their jobs. 11. They should support the development of departments, laboratories, and maintenance of equipment and instruments. 12. They should ensure a co-ordial relationship with students, teaching, nonteaching, and other administrative staff for the smooth running of the institution or college. 13. All non-teaching staff shall perform duties efficiently as per the institutional norms</p>
<p>Code of Conduct for Students</p>	<p>09/08/2019</p>	<p>1.Misconduct: Physical, verbal, abusing, harassment any other type of misbehavior by any student in college premises in strictly prohibited.2. It includes harassment abusing on the basis of factor such as cast, religion, gender, sex, race, national origin, handicap, color, political or religious believes, sexual orientation, ethnicity and age etc. 3. Attendance 75 attendance of students is compulsory. In case, less than 75 attendance observed by faculty, message will be conveyed to their parents and preventive measures will be taken. 4. Notices displayed on notice board should be regularly read by students. 5 Students are advised to keep the campus neat and clean. 6.</p>

		<p>The use or distribution of alcohol, drugs or tobacco and smoking in college campus is strictly prohibited. 7. Students should not harm the college property otherwise penalty will be charged. 8. Students should not damage laboratory equipments, instruments, glass wares etc. otherwise, fine will be charged to students. 9. Students are not allowed to misbehave with principal, professor, non-teaching staff and other working staff, if in case guilty student found foul language or behaving rudely will be expelled from the college</p>
<p>Code of Conduct for Teaching Staff</p>	<p>09/08/2019</p>	<p>1. Teacher should be present in the college campus and report the attendance on the biometric machine. 2. Everyone must report for duty on the reopening day and the last working day of each semester 3. Teachers should devote time and energy to improve and develop academic and professional competence. 4. Teachers should participate in and attend academic programs such as conferences, seminars, orientation courses, refresher courses, in-service programs, research programs, minor and major projects, etc. 5. Teachers should engage in classes punctually and regularly. 6. Teacher should follow the instructions and lessons given by the HOD and Principal. 7. The teacher should not remain absent from work without prior permission or grant of leave. 8. Apart from teaching and allied</p>

activities, the teacher should organize extracurricular, co-curricular activities. the study, tour, study-oriented campus, major and minor projects, etc.

9. Teacher should maintain a record of supervisory work, self-report, and duty assigned by the HOD and principal.

10. Teachers should help the college authority to maintain, enforce, and improve discipline and good habits among the students.

11. Behavior of teachers with students and other employees and colleagues shall be modest.

12. Teachers should not avoid any work related to college or university.

13. Teachers are not allowed to do partiality in the internal assessment of students.

14. Teachers should not consume alcohol, tobacco, or drugs in college campus.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Hindi Divas	14/09/2019	14/09/2019	160
Gandhi Jayanti	02/10/2019	02/10/2019	200
National Unity Day	31/10/2019	31/10/2019	300
Constitution Day	26/11/2019	26/11/2019	150
International Yoga Day	21/06/2019	21/06/2019	200
Gurupurnima (Ved Vyas Jayanti)	27/07/2019	27/07/2019	100
Independence Day	15/08/2019	15/08/2019	200
Sadbhavna Divas	20/08/2019	20/08/2019	150
Teachers Day	05/09/2019	05/09/2019	120
International Literacy Day	08/09/2019	08/09/2019	110

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

Stacking of cement blocks in the campus, Plantation, Swachhh Bharat Abhiyan

Rally, Waste disposal, Campus cleanliness, Ban on Use of Plastics, Pedestrian friendly pathways.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Clean Environment - Our Resolution. 2. Balancing Mind and Body: A Fusion of Sports and Yoga The objectives of a clean environment are- 1. Provide a healthy environment to the students. 2. Plastic-Free Campus. 3. Waste and maintain a clean campus. Context- Our college campus is serene and picturesque with a few beautiful green gardens, trees and plants, and greenery around. There is a substantial green cover of 3 acres. It supports approx. 400 trees that provide shade and cut the pollution from the surroundings with their green cover. Some of the saplings varieties display an astonishing diversity of trees, with more than 100 species of native and exotic trees growing on the campus. The institution takes great pride in its green cover and takes efforts to preserve them. A team of gardeners takes care of the periodic manuring, and pruning of the trees. An area of 3 acres was designated for greenery on campus. Nearly 100 species of plants were planted with the specific purpose of beautifying the campus. Many plants like Calotropis, Castor Annual, and Perineal Nectar plants like Lantana, Solidago, Wedelia, Alternanthera, Ageratum, Marigold, and Cosmos are planted. The layout of the green space pervades in all directions of the campus. The pathway is designed to have a beautiful sight from the main gate to the sports ground. Students of the Department of Fine Arts have painted the wall along the pathway, adding to the color of the chosen area. Practice- Its primary task with the campus instructional policies is environment development. Environmental conscious administration, the management, and the students of the college look after the environment carefully. There is a proper process of solid waste management adopted by the college. There are dustbins located on various positions like girls' lawns, corridors, near labs, etc. All students along with teachers are advised to put the waste in dustbins. All academic buildings, labs, and surroundings are cleaned every day and sweepers separate waste and dispose accordingly. The office is advised to work paperless, single side used paper is reused for writing and printing. The college has adopted a proper mechanism to dispose of all E-waste. Also, we have, liquid waste management, borewell/open well recharge, rainwater harvesting, and, maintenance of water bodies/distribution systems on the campus. Green campus initiatives include restricted entry of automobiles, battery-powered vehicles, pedestrian-friendly pathways, a ban on the use of plastic, landscapes with trees and plants, use of LED. Problem Encountered- RGGCW is a quality-conscious college. It provides a clean environment that improves the health and well-being of the students. The college believes that it is important for us to be involved in environmental issues therefore we engage the campus community and take care of the environment and surroundings. The College makes all the necessary efforts to involve the students, faculty, and staff in "Clean, Green, and Eco-Friendly Initiatives" by designating a policy document to run this drive to protect the environment. With its green campus effort, it safeguards its environment and maintains a pollution-free campus. Evidence of success- • The green campus developed by the college helps not only to save the environment but also adds to the beauty of the campus. • Besides providing sheds to people, the plants are used for scientific studies. College can save a lot of money on electricity bills due above initiatives and as evidenced by past electricity bills. • Water conservation methods employed are helping to maintain gardens and campus green and eco-friendly. • The college has displayed various slogans on environmental awareness on the campus to propagate the green campaign successfully. These slogans encourage students to protect plants and keep the environment eco-friendly. • The use of paper cups and plates is encouraged and the use of plastic bags and plastic tea cups is banned. Plastic-free culture is imbibed. •

Less paper communication and correspondence are practiced routinely. It encourages and practices communication through e-mails and social media. • The college has widespread awareness of cleanliness and hygiene among students and employees. • Activities under 'Swatch Bharat Abhiyan' are a key component of all the community work being done by NSS, NCC, and Green Society volunteers of the college. • The events such as poster making and slogan making, essay writing, poetic recitation, and street plays on Swatch Bharat are organized.

Balancing Mind and Body: A Fusion of Sports and Yoga DETAILS OF BEST PRACTICES

Objectives of the Practice: • To enhance the physical fitness and health of college inmates as well as residents of the surrounding area through an efficient physical fitness plan. • To provide a variety of workouts to promote all areas of life general fitness. • To make dietary recommendations that will support physical and cognitive development. • To encourage physical, psychological, and social welfare • To educate for preserving excellent health.

The Context: We are all aware that a healthy body leads to a healthy mind. Health consciousness is crucial in today's world. Only by engaging in physical activity, a man can lead a better and more serene existence. The human body is currently suffering greatly from the emergence of new diseases, whether it be in young children or the elderly. Medicines have become essential to man's existence. What a tragedy that man has the time to maintain technical devices like smartphones, electric cars, and other electric equipment and appliances but no time to care for his priceless body. Yoga, physical activity, and creative endeavors are significantly more important for healthy growth and development in such conditions. A health-conscious man can have a better life in terms of his mind, relationships, emotions, and spirit. The college makes every effort to raise awareness of well-being among the professors, students, and community.

The Practice: The sports facilities available in the college serve as a platform for the physical and psychological well-being of the students of the campus and the surrounding area. Any person in need can use the facilities, whether they are a member of the public, a member of the faculty or staff, or a student with the prior permission of the authorities. For the staff and students of the college, the physical education department has created various free health and wellness-focused programs. Children and seniors who visit the site are among the community members who use the facilities. The college administration encourages the teaching and non-teaching faculty to play games at the college campus using its sports infrastructure, which is available either in the early hours or in the evening, to lessen the tension among the staff members. The games that teaching and non-teaching faculty enjoy playing the most include carom, chess, badminton, cricket, volleyball, table tennis, and athletics. Practices are carried out with a commitment to maintain excellent health and mind. This fosters a positive relationship between the teachers and helps them feel young and active. This practice fosters a sense of community among the kids and also motivates them mentally. The public is welcomed to use the sports facilities and they do so in great numbers. It is usually utilized in the morning. Our physical education professors are always available to guide. During their free time, students play chess and carom. The college ground is used by the students for running and NCC parade practice. Evidence of

Success: The ultimate relaxation and happiness by reducing work stress is the best evidence of success. The fun and frolic during the play create a strong bonding within the working community and the happiness derived from these activities improves the work efficiency. The practice relaxes the muscles and improves the general health conditions of the participants. It also induces a sportive spirit among the players. It enables the participants to keep their bodies and mind fit and also increases the metabolism. Practicing Yoga enables one to keep their mind and body in control. Many faculties undergo yoga training regularly. The staff club makes necessary arrangements for the regular and smooth conduct of yoga classes. This is a great boon for faculty who are unable to spend their family time after working hours. They have expressed

their happiness in attending and reaping the benefits of yoga and meditation. Children who visit from the neighborhood enjoy the yoga classes and they try to attend the classes whenever they are scheduled during the holidays.

Participants in yoga class feel that they are conscious about their postures while in the workplace and at home. They also feel the flexibility in muscles and agility in their day-to-day activities. Problems Encountered and Resources

Required: At present the resources are adequate for the number of takers/participants. In case of an increase in takers, the college is ready to support with more facilities. Problems regarding employee participation are the inability of many staff to participate in the exercises due to their family commitments and working hours cannot be relaxed much for the same. Even though there is a coach, due to irregular attendance and practices, a professional coach cannot be made available on all days.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://gcwbhiwani.ac.in/images/12/MultipleFiles/File20911.pdf>

7.3 – Institutional Distinctiveness

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

RGGCW, Bhiwani, a premier higher education institute is working to provide easy access to quality education to rural and semi-urban students of Haryana. Since its inception in 2003, the college has constantly been enabling its students in learning in academics and other co-curricular and extra-curricular activities not only to become successful in their careers but also to develop their personalities as good human beings. The institution actively promotes diversity, offering course and programming options to meet the needs of a range of individuals, while also creating a safe and inclusive space for individuals of all backgrounds. Video lectures, Movies, and dramas based on the syllabus are given to get a visual impact on the learner. Syllabus-based debates, quizzes, and group discussions are conducted regularly. Interactive Sessions, Group studies, Group discussions, etc are conducted to encourage learning. Adequate support is provided for average and below-average students to scale academic heights. Special classes are conducted for slow learners. Meritorious, minorities, and economically backward students are encouraged with cash awards and scholarships. The college has always been a high flyer in the field of sports. Regular sports training is given to students of the college. Various competitions like literary and cultural competitions Vocabulary Contest, etc were organized. Social awareness programs, self-employment programs, and other community services have been planned and executed. The placement cell has been strengthened to provide career guidance to undergraduate students by arranging aptitude training, soft skill development, etc. Programs such as NSS, and NCC give the students opportunities to get trained as organized, committed skilled, and disciplined human resources of the country by inculcating the spirit of patriotism, a sense of social commitment, will to be self-reliant and thereby instilling a resolve to remain enlightened and empowered, to trigger social change with a firm footing on Gandhian values and environmental concern. The college is constantly working for students overall development so that they will be an asset to society. The college seeks to provide deep learning in the chosen disciplines, current information about syllabus-related issues, opportunities to develop critical thinking, enhanced analytical abilities, a foundation in ethics and values, health consciousness, and a self-disciplined spirit.

Provide the weblink of the institution

<http://gcwbhiwani.ac.in/images/12/MultipleFiles/File22277.pdf>

8.Future Plans of Actions for Next Academic Year

• Maintenance of complete cleanliness as a best practice of the college • Formation of new committee for academic and other college works. • Encourage students to participate in NCC, NSS, Sports and other social activities in the college. • Compile with the directions of directorate and upload the teacher wise lesson plans on the college website and display the same on the notice board. • Collective efforts all should be made for NAAC assessment and accreditation. Appraise the need objective and significance of the teacher mentor and students relationship and efforts should be made to make the program effective by group formation process and provision of teacher mentor to the students. • UGC NET /SLET exam coaching remedial classes • Formation of the college plan and organise the teaching learning and evaluation process on the basis of academic calendar. • To conduct Tree plantation drive • Development of teacher-ward tutorial system to enable the slow learners to reach excellence. • Encourage students to take part in different curricular and co-curricular activities of the college. • Promote proctors from the advanced students of the class to help other students to learn. • Extension Outreach Programmes in rural slum areas through NCC/NSS and other social clubs of the college. • To organise a rahgiri programme for NSS and NCC students in collaboration with local community. • Encourage faculty members to pursue higher qualification and publish the research papers in reputed journals. • Installation of additional H.D. CCTV Cameras with DVRs in various locations for overall security of the college. • Submission of the data of all India survey of higher education. • Prepare the annual report for the upcoming session. • Collect feedback from outgoing students and share it among the faculty members to improve the teaching learning process. • Collect suggestions from teaching members of the college regarding implementation of college academic calendar and existing syllabus. • Online admission process to ensure transparency in the admission process. • Organise orientation/ induction program for new students to make them aware of different curricular and co-curricular activities of the college. • Adopt innovative process in in teaching learning through use of ICT to make teaching learning more learning centric. • To organise a stitching workshop in order to inculcate the innovative skills in students for their livelihood. • Maintain the record of placement of students and special placement camp should be organised for the placement of students. • Implement and adopt digital learning to orient and adapt the students with the state of the art learning methods. • Installation of equipment and devices to make the college Wi-Fi campus and make functional. • Up gradation of computer Labs and updation of computer instructors and lab attendant by providing the training of advanced courses in computer learning. • Environmental awareness program by participating in Swachh Bharat Abhiyan. • Inter class competition / seminar. • Extension programme in rural areas through NSS and other social clubs of the college. Formulate perspective