SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

DESH BANDU GUPTA GOVT COLLEGE PANIPAT

SECTOR-18, NEAR G. T. ROAD, PANIPAT
132103
www.dbggcpnp.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

(Draft)

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Desh Bandu Gupta Govt. College, Panipat is a Co-Educational Government College affiliated to Kurukshetra University, Haryana. Established on July 14, 2008 the college has managed to stand at par with other prestigious institutions of the area within a very short period of time. It was initially started on the ground floor of the DIET building near the bus stand. In the beginning two courses B.A. (Pass) and B.Com. (Pass) were started with the subjects of Political Science, History, Psychology, Mathematics, Economics and Music in B.A. (Pass) course. The college has been temporarily affiliated to K.U. Kurukshetra.

At present this college is housed in its newly built building on a land of 10.5 acres in sector 18 of Panipat and has been functioning well since the academic session 2015-16. Since its inception, it has pioneered the discipline of Geography and Sociology in the area. It has been chosen as a Nodal College of the district Panipat.

The college currently offers:

Bachelor of Arts (Pass)

Bachelor of Commerce (Pass)

Bachelor of Science; Non-medical (Pass)

Bachelor of Science; Medical (Pass)

Master of Commerce

Master of Arts (Economics)

Master of Arts (English)

Master of Arts (History)

Housed in newly built structure, the college infrastructure and facilities are continuously being improved. The campus has a beautiful three storied building which has a ramp and separate wash rooms for differently abled students and staff. The building is surrounded by lush green lawns and a huge play area. The multipurpose Hall of the college was renovated in the academic session 2017-18. The college has a well-qualified and dynamic faculty that regularly upgrades itself to enrich teaching, research and outreach processes. With the induction of new subjects and course the number of the students has reached to about 1837.

The college has many achievements to boast of. Our college is the first in Haryana to be declared anaemia free. It has one botanical garden containing plants of about 50 different species. The college has also a newly built canteen which is well furnished and has separate dining halls for students and staff.

Vision

To Strive to Educate, encourage and enlighten the students of the region and to inculcate the spirit of social and national service along with professional development and skills for career building, women empowerment, leadership and national development through state of the art education, research and extension activities.

The college remains committed to building leadership, conscious citizenry and active participation of its students in furthering national developmental goals. The college encourages the development of scientific temper with a special focus on individual, family and community life. The education in the college aims towards developing creative and critical thinking, nurturing innovation and excellence. It sees its students' capacity to acquire global skills for entrepreneurship, professional proficiency and improved quality of life.

It aims to build strong foundations of its students on the basis of core values of social justice, veracity, service and sustainability for achieving excellence in all spheres of life. It also aims to address the social disparities, to reduce gender and social gaps and to link higher education to society.

Mission

We strongly promote academic achievements among our students and at the same time take initiative to promote cultural and moral values, interest in various forms of arts, sports etc. We try to draw on the skills of staff and talents of students to provide a host of educational programmes and projects. Wholesome participation is encouraged in a wide range of extracurricular activities on offer and care is taken to ensure the well being and happiness of each and every one of us. We create a safe social and physical environment that helps all our students and staff in utilizing their full potential and honing their skills. Given a sizeable strength of fourteen hundred boys and girls, we provide personal support and guidance. In a world which is increasingly becoming challenging, we try to develop perseverance, resilience, tolerance, leadership, problem solving and cooperation in our students. Our students are well prepared to step out into this world as young men and women with confidence.

Our mission is to expand horizons for our students and to make a remarkable difference in their career opportunities so that they may fly higher and higher in their life keeping their roots fixed in social and moral values.

The faculty has consistently strived to contemporize its academic content and implement new technological knowledge in the field of their interest. Extra curricular programmes address larger social issues like health, gender, socio-economic inequalities, community mobilization, people's participation, resource utilization, environment and education.

The curriculum helps students develop key life skills for their future professional and societal roles. Their experiences at college are designed to facilitate self-development and nurturing them to become aware, active and enthusiastic members of society. We strive to:

Accomplish training and development of young students for professional employment.

Generate an appreciation and respect for our cultural heritage and traditions with a critical orientation.

Sensitise students towards social and economic advancement.

Develop critical analysis skills for analyzing and suggesting national development strategies.

Strengthen linkages with other teaching and research institutions and professionals at all levels.

Give impetus to community outreach and extension.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Desh Bandhu Gupta Government College has been chosen as a nodal college for the district and plays a pivotal role in coordinating among different colleges of the district. It also serves as a facilitator between the Department of Higher Education and other colleges of the district. Highly qualified faculty, student centered courses and prograinmes and state of art infrastructure is the core strength of the college. The college has five smart class rooms, a commerce and a language lab with state of the art technology It also has one video conferencing room.

The easily accessible location of the college is another strength of the college. It is situated hardly 300mtrs from National Highway I and is close to toll tax plaza Different forms of conveyance are available to the students to reach them to the college. So much so that the department of transport Haryana has made special arrangements of buses for female students that ply from the remotest areas to the college.

Among all the colleges of the district we have the maximum number of regular faculty. The faculty has developed expertise in their various subjects and current methods and techniques of teaching and remains abreast with changing academic environment and social and national developments. The multidisciplinary faculty has teaching and research experience enough to enrich the teaching-learning processes and provides innovative and multidimensional perspectives in their respective thrust areas to the students. The faculty is also consulted by a range of professional bodies.

The extensive publications of college faculty in journals and books, synchronized with participation in workshops, seminars and conferences is an added strength. Faculty has received many state national acclaim.

Strong focus on sensitisation of various welfare programmes and policies of the State and Central Government to the students has created linkages between theory and praxis. These have provided insights for strengthening development programmes and policies from a multi-stakeholder perspective.

Extracurricular programmes have encouraged students and faculty to think creatively, develop multicultural perspectives and sensitivity towards global human needs.

Institutional Weakness

Skewed awareness and misconceptions among the general public about the college being a government college result in enormous struggle for identity and growth. However, we strive continuously to move ahead.

The wide repute of the college attracts multitudinous applications for limited number of seats. The increasing strength and diversity of students, coupled with a broad admission process poses a challenge to the students for selection.

Lack of adequate permanent faculty and subordinating staff continues to increase their workload and administrative responsibilities. The stagnation in permanent appointments affects the dynamics of the departments and impedes the professional growth of the discipline.

Institutional Opportunity

In the coming years, we seek to utilize the expertise of the faculty members in imparting best education to the students of the region Technology mediated teaching learning offers opportunity for the students to learn and understand their subjects effectively Using smart classroom technology and computer based learning provides a practical and wider exposure to the students.

College also seeks to strengthen the quality of community outreach activities planned in collaboration with the industry, government and non-government organizations for the development of the nation. Many students get absorbed by these institutions on realizing potential of the students during campus placements.

An important opportunity for the college is to act as an agent for creating awareness among the students about various innovative and welfare programmes of the State and Central government for individual, gender, community and social empowerment and national development. With the globalization of education the college seeks to further increase its social and national linkages.

Institutional Challenge

The college works in resource constrained environment with the faculty and administration balancing dual challenges of undergraduate and postgraduate teaching and other extension activities Further, with the increasing of students and courses/programmes it is becoming highly challenging to manage with limited infrastructure.

Dynamic course curriculum with several pedagogical changes under Semester system has posed new challenges to the functioning of the college. However, frequent changes in the system can act as a challenge with limited funds and infrastructure available We take this as an opportunity to contemporize education with changing pedagogies and social norms.

Catering to a diverse student population brings with it certain challenges which include problems in communication and adjustments. However, teachers are from diverse population groups and continuously strive towards overcoming this challenge.

The college continues to strive to work towards addressing the holistic needs of the students, providing quality

education to students and building core values of service, social justice, professionalism, integrity and sustainability for achieving excellence in all spheres of life.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Curricular aspects of courses at Desh Bandhu Gupta Govt College are governed by Kurukshetra University, Kurukshetra Ordinances. Multi level systems have been evolved in the college for planning and implementation of the curriculum in a transparent and effective manner. The courses, pedagogy and infrastructure have been regularly upgraded to remain responsive to changing needs. The curriculum has been regularly upgraded and elective papers have always been retained to maintain flexibility and responsiveness to changing environments.

The curriculum has always incorporated cross cutting issues of human values, gender, environment and sustainability in the core courses in the various UG and PG programmes. The college has a history of strong community outreach component which has enabled these issues be richly transacted in various curricular and co-curricular activities.

The faculty remains abreast with changing academic scenario, industry and larger socio-economic environment. Their expertise has helped evolve new and responsive teaching pedagogies.

As an academic organization, we have always engaged in a continuous process of obtaining feedback from different stakeholders in a formal informal manner and has enriched the teaching learning processes. In recent years these have been standardized and regularised for all courses .

Teaching-learning and Evaluation

The college caters to students from different backgrounds enriching the geographical, socio-economic and cultural diversity within the institution Career counselling Cell and Women Cell of the college strives to provide an appropriate learning environment for students with special needs.

Students are familiarised with the program outcomes, mode of internal assessment as well as college facilities during the Two day Orientation Program of the college which is organised every year in the beginning of the session. Teachers plan strategies to reduce the gap in knowledge and skills.

Students are encouraged to think critically and be innovative and creative in tackling assignments, projects and other tasks assigned to them. A repertoire of instructional methods and active learning approaches are used to foster constructive participation. Various extension activities, Workshops and training programmes ensure experiential learning for students. Library at the college is well equipped with books, journals and e-resources necessary for teaching, learning and research.

The college houses a highly qualified faculty, of which many have received awards for excellence and serve on various academic and administrative bodies. Teachers continuously strive for innovation and professional development.

Appropriate assessment is incorporated into the learning process to achieve the learning goals of the courses.

Continuous Internal Evaluation is done periodically and transparency and fairness of evaluation system are ensured through Internal Assessmen committee. The institution has an effective mechanism for redressal of grievances of the staff and the students as well Examination results display exemplary performance of the students who largely occupy the top menit positions of the affiliating university Another benchmark is our distinguished alumni who are doing outstanding work.

Research, Innovations and Extension

Desh Bandhu Gupta Govt. College has been recognized for its extension activities Focus on technology based leaming and extension activities is an indispensable part of UG and PG curriculum.

The faculty is invited as resource persons by other colleges and other organizations and NGOs. To meet the emerging academic and research needs, faculty enrichment programmes, seminars, symposiums, special lectures and workshops are regularly organized.

Extension activities for community development include Gender, Nutrition, Public health, Children with special needs, Education, Environment and other development concerns.

Infrastructure and Learning Resources

The college campus has a newly built buiding surrounded with lush green area and has a very big open area for grounds and courts.The building houses a separate administrative block, well equipped labs and library and smart class rooms. It also has a newly built canteen with separate dining area for boys and girls.There are separate parking areas for the vehicles of the staff and the students. The college also has a well maintained botanical/herbal garden with a pakshi vihar in it. The college looks forward to get a new block built to meet the increasing strenght of students every year and new courses. The policy for infrastructure development focuses on-

• Creating a conducive environment for teaching-learning process equipped with ICT facilities.

• Regular assessment of infrastructure needs to keep pace with changing needs due to increase in number of students and introduction of new course.

• Regular up gradation and maintenance of college facilities.

Student Support and Progression

The college is committed to excellence in all spheres, therefore every student who joins the college is extended academic, psychological, professional and financial assistance to make her stay in the college an enriching experience. The college provides a meaningful partnership between students and teachers. This is seen in the planning of all academic, co-curricular and extra-curricular activities Students with financial constraints are offered a wide variety of support with scholarships and stipends. The college attempts to provide access to all kinds of reinforcements that students would need to complete their education such as remedial classes, and development of their soft skills Career counselling at various levels prepares them for progression to higher studies as well as finding suitable placements.

Co-curricular activities are given the pride of place and are a vital part of the life of the students in the college thus enabling them to discover their true potential. The college has a democratically elected student council guided by faculty members. The students explore their talents and interests through creative and meaningful opportunities Various intra and inter college platforms are provided to the students to showcase a wide array of extra-curricular activities. The college also has a strong grievance redressal system and a well-functioning Internal Complaints Committee.

The college has a registered alumni association and the alumni work closely with the students and the departments specifically and the college at large providing guidance and mentorship as well financial assistance.

Governance, Leadership and Management

For fulfilment of the college mission, the leadership strives to maintain an open and interactive environment. All stakeholders are actively encouraged to participate and voice their perspectives for effective decision making and policy formulation The staff and administration work zealously to comprehend and articulate rapid changes in the academic structure and functioning of the university.

The college promotes a culture of participative management Before the commencement of each academic session different committees are formed Under the guidance of the Principal, committees have the freedom to formulate their plan and decide execution strategies. The decision of staff council remains final and all the committees have to get their decisions ratified by the council.

The college has implemented e-governance in all areas of operation - Planning and Development, Administration, Finance and Accounts, Student Admission and Examination. As per the affiliating University norms, all effective welfare facilities are available and appraisal system is followed for all permanent teaching and non-teaching staff. The college also organizes professional development courses for faculty and non-teaching staff.

The college conducts regular internal and external audit

Institutional Values and Best Practices

Desh Bandhu Gupta Govt College has always pioneered in displaying the best institutional values and practices. The institution is committed to sustainable development. Its engagement to academic, social, national and environmental issues is very evident and is lauded from various quarters.

The college promotes gender equity and sensitivity through various gender equity promotion programmes. Several activities are conducted for the promotion of national values and communal harmony. The college also provides facilities for the differently abled and works extensively to engage with the local community through each of its departments Environmental consciousness has been an integrated component of the college activities. The college adopts the policy of Reduce, Recycle and Reuse, and natural landscape predominates the campus with a rich biodiversity of flora and fauna The institution plans to install a solar power system to offset carbon emissions and follows the policy of replacing lighting fixtures with LED lights Further, the college maintains transparency in its financial, academic, administrative and auxiliary functions.

The college is committed to interdisciplinary education and capacity building of young women in developmental and professional education. The college faculty and students have responsibly engaged with people and communities, fulfilling its role in making knowledge and information accessible to people.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	DESH BANDU GUPTA GOVT COLLEGE PANIPAT
Address	Sector-18, Near G. T. road, panipat
City	Panipat
State	Haryana
Pin	132103
Website	www.dbggcpnp.ac.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Sanju Abrol	0180-2633966	9416315859	-	gcpnp786@gmail.com
IQAC / CIQA coordinator	Neena Jangda	-	9416152428	-	neenajangda@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Day

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
Haryana	Kurukshetra University	[View Document](#)

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC	12-04-2019	[View Document](#)
12B of UGC	12-04-2019	[View Document](#)

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	**Recognition/Approval details Institution/Department programme**	**Day,Month and year(dd-mm-yyyy)**	**Validity in months**	**Remarks**
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	Sector-18, Near G. T. road, panipat	Urban	79136	7352

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom,Commerce	36	Twelfth	Hindi	160	146
UG	BA,Arts	36	Twelfth	Hindi	400	400
UG	BSc,Non Medical	36	Twelfth	English	80	0
UG	BSc,Medical	36	Twelfth	English	40	0
PG	MCom,Commerce	24	Graduation	English,Hindi	90	81
PG	MA,Economics	24	Graduation	English,Hindi	40	0
PG	MA,English	24	Graduation	English	40	35
PG	MA,History	24	Graduation	Hindi	60	60

Position Details of Faculty & Staff in the College

Teaching Faculty											
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				15				40
Recruited	0	0	0	0	7	6	0	13	11	18	0	29
Yet to Recruit				0				2				11
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				8
Recruited	4	1	0	5
Yet to Recruit				3
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	3	5	0	4	2	0	14
M.Phil.	0	0	0	1	0	0	1	4	0	6
PG	0	0	0	3	1	0	1	5	0	10
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	2	0	2
M.Phil.	0	0	0	0	0	0	1	1	0	2
PG	0	0	0	0	0	0	4	4	0	8
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	846	0	0	0	846
	Female	718	0	0	0	718
	Others	0	0	0	0	0
PG	Male	105	0	0	0	105
	Female	211	0	0	0	211
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	280	270	251	233
	Female	187	176	177	152
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	345	352	329	278
	Female	329	296	258	208
	Others	0	0	0	0
General	Male	318	273	250	247
	Female	308	287	266	257
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1767	1654	1531	1375

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Institution is fully prepared and committed to implement NEP as per the directions of the State Government.
2. Academic bank of credits (ABC):	Will apply only after the state Government introduces and implements NEP in Government colleges.
3. Skill development:	Will be done as per the state's initiative in implementing NEP.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Will be done as per the directions of the state government after it implements NEP in the govt. colleges of the State.
5. Focus on Outcome based education (OBE):	As per the State government directions after it

	implements NEP in the govt. colleges..
6. Distance education/online education:	As and when the situation demands like during Covid 19 phase, the college opts for online education and in future will do as per the directions of the state Government.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes, the college has a functional Vote registration committee.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	The vote registration committee/club gets the voter cards of the students made in the college itself. To sensitise the students and the public many events like rallies, voter's day celebration and other voter awareness compaigns are organized in the college along with annual district level function in which various competitions and activities are held to sensitize the students and the public as well towards the right to vote.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	Various voter awareness compaigns like rallies, competitions are organized from time to time.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	About 100

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1767	1654	1531	1375	1311

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 56

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
45	48	52	47	44

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
110.60241	116.44557	20.84262	94.63377	98.30581

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

The curriculum planning for UG and PG courses is designed, revised and provided by Kurukshetra University, Kurukshetra which is strictly followed during academic year. The preparation of academic calendar is made by the IQAC committee constituted for the said purpose. At the commencement of the academic year, staff members prepare their plan of action for their specific subjects which is verified and checked by the Head of the department. The stream wise and teacher wise time table and syllabus is delivered to the students in the beginning of each semester. Every teacher conducts one class test and two assignments in each semester during the session which is mandatory for every student. On the basis of their performance, every teacher gives assessment which is of 20 marks. All this record is kept by the University work committee. The evaluation work is executed periodically in accord to university norms.

The college sew ups the efficacious delivery of curriculum through its consistent endeavors. To amplify academic growth, teachers cater to ensure quality by applying innovative techniques like P.P.T, Google forms and you tube etc. Regular attendance, and progress of the students is maintained by the respective teachers. Excursion tours, field visits and industrial visits are also organized by the departments to enhance practical knowledge of the students which is the mandatory part in the curriculum. The college strictly follows examination pattern in a complete transparent mode.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years

Response: 1

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

Response: 21.46

1.2.2.1 **Number of students enrolled in subject related Certificate/ Add-on/Value added programs**

year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
377	397	367	248	250

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

1.3.1 Our Institution is making sincere efforts to inculcate the importance of ethics, human values environment and gender sensitivity among the students. The curriculum not only delivers extensive learning of the subject but also incorporates necessary elements to make it coterminous with societal needs. The different cross cutting issues related with environment sustainability, gender sensitivity, human values and professional ethics are the integral part of the syllabus taught in the college in different courses. It is difficult to mention each and every such issue as they are intermingled in the curriculum but some key telling inclusions are mentioned here to indicate that the cross cutting issues are the core of teaching learning.

Environmental Studies is taught as a compulsory subject in 1st year of all the streams (B.A, B.COM &B.Sc). The theory part focuses on multidisciplinary nature of environmental studies, natural resources, ecosystems, biodiversity and its conservation, environmental pollution, social issues and human population to sensitize about environmental issues.

The issues related to gender sensitivity and equity are taught in **B.A English. The MA English** students study a separate paper, namely Literature and Gender in the third and fourth semester.

Gender related societal issues like female foeticide, dowry, domestic violence, women empowerment through political participation etc. are the part of the curriculum of **Sociology** in under-graduate classes.

Issues of professional ethics and human values are the integral part of different courses taught in the college. Teachers make students aware of the desirable conduct related to the work requirements concerned with their chosen subjects in particular and the social conduct in general. Specifically, corporate governance, business ethics, organizational behavior and other such issues are the part of the curriculum of **Commerce in postgraduate classes.**

Not only this, the vibrant Women Cell, the active Legal Literacy Cell and the socially conscious NSS of

the college organize various programmes related to gender sensitization, human equality and feminine rights throughout the year.

Activities like rallies, poster making, slogan writing on environment related themes and tree plantation drives are organized under NSS and Eco Club.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.3.2 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 5.46

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 90

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)

Response: Yes

File Description	Document
Upload supporting document	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 91.81

2.1.1.1 **Number of students admitted year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
672	687	680	576	569

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
740	740	740	604	644

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.1.2 Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)

Response: 89.31

2.1.2.1 *Number of actual students admitted from the reserved categories year - wise during the last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
334	335	329	272	268

2.1.2.2 **Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
370	370	370	302	310

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.2 Student Teacher Ratio

2.2.1 Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 39.27

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 using ICT tools

Response:

Response:

The learning methodology of the institution is a fine and harmonious combination of conventional classroom teaching and modern methods of learning. The following methods are used for

Enhancing learning experiences:

1.*Experiential learning*:

The students are educated to learn from the experiences of the staff and Industry. On the job training is provided to the students opting vocational courses. The college arranges for the training by requesting the institutions/ industries to accommodate our students for training and benefiting from the experiences and success stories of the successful business entrepreneurs. In addition to this, highly qualified and experienced resource persons are invited in various seminars, workshops, extension lectures etc. and their deliberations on the concerned subject highly benefits the students.

1.*Participative Learning*:

The students are encouraged to participate in the process of learning through PPTs, presentations, classroom discussions, seminars and group discussions. Further, practical knowledge is imparted in the

laboratories to the students of Science, Psychology, Geography, Music, Health & Physical Education etc. Besides, the students are encouraged to participate in the soft Skills/functional English lab in the college from time to time. The students are asked to pronounce the particular word in English and then to write its spelling in English on the board of the classrooms. Every student is advised to reach the board, add to her vocabulary in English and Hindi both. Secondly practicals are conducted in all science subjects where ever required. Hence she/he learns it by doing herself.

*3. **Problem Solving Methodologies**:*

The problems of the students are taken up in the class normally at the end of the lecture. However, if the students have general difficulty, the lecture is repeated; group discussions and role-playing methods are also used for the purpose. In other cases, the students are given extra time by the teachers to meet their problems in the department.

 Some more Points for addition after discussion with Principal Madam and Dr Narsingh Jangra

1. Quiz contest among the class at the college level is another method to improve the intellectual of the students.

2. Group discussion 'A class is divided in three-four groups in view of the number of the students. A topic from syllabus is given for discussion and then one group explains the topic, concept of the topic, and the second group puts questions. Hence the students learn from their peer classmates. The method involved all the students and involvement leads to inclusive education.

3. Project method is implemented in our college. The teachers give topic to the students to prepare the project on any topic of the syllabus. The topic is explained by the teacher and then the students prepare the project and present in the classroom. The students ask the question pertaining to the topic and the speaker answers the questions. The students articulate in the discussion and open their minds addressing the teacher in a reciprocal way and this form a dialogue between the teacher and the taught.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years

Response: 100

2.4.1.1 **Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:**

2021-22	2020-21	2019-20	2018-19	2017-18
45	48	52	47	44

File Description	Document
Upload supporting document	[View Document](#)

2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 37.29

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
18	21	21	17	11

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

Response: 1

Yes, the internal assessment system of the institution is transparent and objective

- The information for each assignments and class test is also circulated to the students through notices

and college website.

- SMS are also sends to the students regarding their assessment.
- 5 marks for each assignment and 5 marks for the class test have been prescribed by the university as

part of internal assessment. Further, 5 marks are allotted on the basis of attendance of the students for

which norms have been laid down by the university.

- The marks obtained by the students in assignments and class test are shown to them in the classes by

their respective teachers and the discussions are held on the shortcomings in their presentations.

- Later, the consolidated results of assignments and class tests are displayed on the notice boards or

placed in the departments for verification by the students. The results are also placed on the college

website.

- In case any student fails to appear in the class test or submit his assignments in time, a special

chance is given to him as per the university guidelines to submit his/her assignments or take class test. A

separate notice is displayed for this purpose on the notice board and the college website.

Response: 2

The redressal of examination related grievances are largely transparent. These grievances are divided into

two categories:

I. Grievances relating to Internal Assessment

II. Grievances relating to University Examination

1. **Grievances relating to Internal Assessment**:

- The internal assessments of the students are displayed on the notice board/placed in the respective departments.
- The students having grievances relating to internal assessments are advised to approach the respective teachers before a particular date who redress their grievance, if any.
- In case of any difficulty, they can meet the Head of the Department/ Controller of Examination/ Principal who listen to their problems and discuss with the concerned teachers to arrive at some solution.
- The students who could not appear in the test or submit assignments in time are given**.**

II. Grievances relating to University Examination:

- The college entertains the grievances of the students regarding date sheet, registration etc. are taken up with the academic/ registration branch for clarification and resolution.
- The problems relating to mistakes in personal profile including name/ spellings/ father name/ DOB etc. in the DMC are taken up with the KUK examination branch for correction of the same.

The issues relating to non-issue of roll numbers, non-declaration of results, non-receipt of DMC and nonissue of degree are attended to by the college and communicated to the university to resolve the same.

File Description	Document
Upload Additional information	**View Document**
Provide Link for Additional information	**View Document**

2.6 Student Performance and Learning Outcomes

2.6.1 Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website and attainment of POs and COs are evaluated

Response:

Response:

Programme Outcomes and Programme Specific Outcomes:

As per the description of the term in glossary, the college is an affiliating college and POs & PSOs comes under the domain of the University.

Course Outcomes:

URL Link: College website

Mechanism of Communication:

Ø Holding a meeting by HODS regarding course outcomes as displayed on University Website and College website.

Ø Communication to the students by concerned teachers in classes at the beginning of semester.

Ø Copy of Cos is available in the library.

 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

Evaluation of attainment of COs:

1. Periodic review of the course outcomes is made by the HODs in the departmental meeting.
2. On the basis of the review, the slow learners are identified and the concerned teachers are asked to

hold special classes for them.

1. At the end of the semester, subject wise, course wise and overall results of the college are computed

and analysis is made keeping in view the overall University result.

1. The first division, second division and third division in each subject are computed.
2. The overall merit positions as declared by the university are identified and such students are honoured.
3. The COs are indicated in the ACRs of the concerned teachers.
4. The promotion of teachers is directly proportional to COs.
5. The Principal conducts meetings of the departments to discuss the outcomes of various courses and

the departments which have performed poorly are asked the reasons for their poor performance and advised to improve for which the strategies are framed.

2.6.2 Pass percentage of Students during last five years

Response: 62.86

2.6.2.1 **Number of final year students who passed the university examination year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
387	378	401	83	93

2.6.2.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
576	436	426	324	373

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process
Response:

File Description	Document
Upload database of all students on roll	[View Document](#)

Criterion 3 - 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 last five years (INR in Lakhs)*

Response: 0

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

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

Response:

Metric No. 3.2.1

We have following Ecosystem for innovation and for creation and transfer of knowledge- Smart Class Rooms,Computer Lab,Chemistry Lab,Physics Lab,Botany Lab,Zoology Lab,Psychology Lab,Commerce Lab,Geography Lab,Language Lab,Mathematics Lab,Digital Lab.

Smart Class rooms

Enhanced leaving experience, Easy access to online resource, Follows go green concept, Time saving technology , Improved productivity,

Computer Lab/Digital Lab

Students can code & can build new educational apps,Can use document writing and editing application to create note & write book,Can practice math equations on Excel,Can participate with online student's communities on projects & assignments,Students can improve their Hindi/English Typing skills.

Chemistry Lab-

Students are able to retain the knowledge for longer when they see the experiments being performed in front of their eyes.

Get a first hand leaving experience by performing various experiments of their own.

Physics/Botany/Zoology lab

It allows students to interact directly with the data gathered.

It develops interest of students in scientific research.

Student's reasoning skills are honed and they start thinking deeply on theories & concept.

Psychology Laboratory

Students are able to collect a wide range of data and give opportunity to chance their Psychological methods.

Students get opportunity for analysis as well as experience complex psychological research.

Commerce Lab

Provide practical exposure of the processes and procedures followed by organization in conducting commercial.

Provide practical orientation to student by linking the subject syllab with practical training in the lab.

Language Lab

Helpful tool for practicing and assessing one's speech in any language.

Provide facility which allow students to listen to model pronunciation and compare with the model and do self assessment.

Geography Lab

 Play a pivot role in enriching geographical base of a student's a necessary part of learning that exposes students to full spectrum of disciplinary sub fields- physical , human and nature society geography as well as geographical techniques.

 Mathematics Lab

Take students knowledge beyond the curriculum

Make mathematics teaching & learning, interesting and purposeful for the students

Concrete the abstract mathematical concepts.

File Description	Document
Upload Additional information	[View Document](#)

3.2.2 *Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years*

Response: 4

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
0	2	1	1	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1 *Number of research papers published per teacher in the Journals notified on UGC care list during the last five years*

Response: 0.3

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
0	3	3	1	10

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.09

3.3.2.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
0	1	0	2	2

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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 last five years.

Response:

Our college is organizing various extension activities since the college has established. Various Committee of college conduct rally and other extension activities time to time. These extension activities motivate Students to participate in activities and develop self confidence among students.

NSS committee also organized various Rally time to time. Topics of the Rally were "BETI BACHAO",

"BETI PADHAO" JAL BACHAO, etc. Approx. 250 students participated in each rally with great enthusiasm. Students recited various slogans like "JAL HAI TO SONA HAI, ISE NAHI KHONA HAI", JAL JIVAN KA ANMOL RATAN, ISE BACHNE KA KARO JATAN" was organized to improv hygiene and sanitation standards and to create awareness among youth about addiction. Rally on "SAY NO TO PLASTIC" was also organized. The objective of the rally was to make the societal fabric conversant with the eco-friendly alternatives in order to have plastic free environment. In 2020-21, rally on "BETI BACHAO, BETI PADHAO" was also organized. The motive behind organizing this rally was to stop the drop in girl child sex ratio and also to emphasize on female education. In all, it was a successful event.

Red Ribbon Club conducted various activities for creating awareness among students like wise awareness on H.I.V., De-addiction etc. by showing documentary. On the occasion of celebration of International Youth Day, a team from civil hospital Panipat visited and sensitized the students about various diseases.

Women cell organized "Jagrukta Rally" on Beti Bachao, Beti Padhao in March 2017. The aim of the rally was to address the issue of the declining child sex ratio. The students understood the benefits of educating girls and its far-reaching impacts within entire society. "Chatna Rally" on beti bachao, beti Padaho was conducted on 18 March, 2018.The purpose of Rally was to develop self confidence among girl students. About 570 girl students participated in "Pinkathon Programme" organized by State govt. in March 2019. The aim of the programme was to motivate girl students to participate in all activities without any fear and confront the highly competitive world boldly.Legal Literacy Cell of the college held a rally on "My Vote, My Asset" to spread awareness about the importance of vote to maintain and sustain the democracy in nation.

Women Cell organize Extention Lecture of Rachna Gupta on Domestice Voilence on 25-4-22 and it organizes extention lecture of Raja Ram Mohan Rai on Human Right on 13-12-21.

RED CROSS,RED RIBBON CLUB organised a blood donation camp in G.C. PNP on 28/1 / 2021 during the session 2021-22. Sh. Dharmendra Singh (D.C., Panipat) was the chief guest at this function. 62 Donors donated blood on this day.On 28/12 / 2021 , a blood donation camp was organised in G.C Panipat Sh Sushil Sarwan, D.C., PNP was the chief guest at this event organised by Red Cross and Red Ribbon Club of this college.68 units of blood were donated in this function.

On (31/12 / 2021 ,5/1 / 2022,31/5 / 2022) three covid vaccination camp was organised in our college.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.2 Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Our College got best Red Riben Club Award for its contribution in enganging and mobilizing Youth to privent and control HIV/ AIDS for National AIDS control programme. This award was given by Ministry of Health and Family Welfer, Govtnment of India in season 2019-20.Dr. Jai Bhagwan Assistent Proff. in Mathematics appreciation certificate for conmmendable work in field of Education from district Adminitration on 15-08-2019. On 02-03-2020 Principal of the College got appreciation Certificate for conmmendable work for Blood Donation Camp . In season 2020-21 our college got appreciation certificate India Red Cross Society Panipat for commendable work in Blood Donation Comp on dated 28-01-2021. During season 2021-22, Green man Proff. Daljeet Kumar got six awards in total. He got appriciation certificates for his commendable work in the field of Envarment concrvation. He got following awards by Haryana Union of Journalist, Principal Govt. PG College for Women Rohtak , National Bhim Ratan Award 2021 By All India Ambedkarite social Worker federation, Humanitarian Excellence Award 2021, Panipat Star Award 2021, Distirict Administration Panipat Appreciation Letter on 26-01-2022 and Paryavaran Prahari Samman by Environment Safety and Conservation Society on 05-06-2022.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

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 organised in collaboration with industry, community and NGOs) during the last five years

Response: 4

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., year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
0	1	1	2	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.5 Collaboration

3.5.1 Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 1

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

Response:

College has taken proactive steps in creating an environment productive to the holistic growth of its students. College has a beautiful and green campus that is spread over 10 acres of land and situated adjacent to NH-1 in sector 18 of historical city of Panipat. College has state of the art infrastructure that details of which are prescribed below

1. Classrooms: College has a total of 19 well appointed and spacious classrooms, out of which 9 classrooms are equipped with ICT facilities. All the classrooms have basic infrastructure that is required for classroom teaching.
2. Laboratories: College has two computer labs. These labs have adequate computer equipment and internet connectivity to support practical sessions. There is also a language lab in college which is equipped with all the modern and sophisticated communication tools essential for the students towards improvement of their soft skills. There are also science labs such as chemistry lab, physics lab, botany and zoology lab in the college. These science labs are equipped with all the equipments and basic infrastructure that is essential for the practical exposure of the students to scientific experiments. The equipments in these labs are standard in quality and also adequate in quantity. Then, there is also a commerce lab in college that is also equipped with modern digital tools and software that are extremely useful for students of commerce stream. College also has a psychology lab that has tools available to analyze human psychology. Geography lab in college caters to the needs of BA students who are inclined towards learning geography. Lab is equipped with various scientific equipments required to study geography at graduation level.
3. Multipurpose Hall: College also has a spacious, air conditioned and well furnished multipurpose hall equipped with latest display aids. It has a seating capacity for 300 persons. It also has a stage which is used for various cultural and academic activities. Hall is equipped with LCD projector and a electronic lectern IV EL 20 with document camera system. This multipurpose hall has been witness to various seminars, conferences, other academic and cultural activities in the college. This multipurpose hall is also used as a yoga centre and for various other trainings from time to time.
4. Sports Ground: College also has a sports ground that equipped with infrastructure for outdoor games such as soccer, lawn tennis, volleyball, baseball and cricket. It is also has infrastructure for indoor games such as chess and table tennis.

File Description	Document
Provide Link for Additional information	[View Document](#)

4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five

years (INR in Lakhs)

Response: 45.9

4.1.2.1 **Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
59.11731	67.04533	7.70470	31.10980	37.37755

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library

Response:

The College Library is fully air-conditioned; Wi-Fi enabled and has a seating capacity of 100 users. A separate reading section has been set up for faculty members. Students can access information for their academic pursuits through internet and e-resources.

The library uses SOUL Software version 3.0 which was purchased in 2014 and updated just recently. Some of the key features of the software are easy to use- graphical user interface and export facility for reports.

The Circulation module of the software covers all the operations of circulation right from creating member records to printing of reminders for outstanding books. The key features of the module are single screen Issue, Return and Renewal with total details of members, membership records with photo.

The Database Maintenance module covers all operations of database creation and maintenance. It takes records from the acquisition module for the books recently acquired. The key features of the module are duplicate checks with on-screen record comparison, provision to scan. Additionally, the software has an excellent Support and Updation system.

College library has 7408 books. In addition to it, college has taken membership of National Library and information services infrastructure for scholarly content (N-List). Beneficiary members of N-List which is a college component of E-Shodh Sindhu, can access 6150 e-journals and 31, 64,309 e-books. College library had a footfall of 2336 students during November 2021 to May 2022.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Response:

IT Infrastructure

Institute has 88 Desktops/Workstations out of which 73 are available for students and total of 2 laptops. The college uses Dell, Acer and HCL workstations. All the workstations are equipped with basic softwares such as Microsoft windows and MS office. Computers in commerce lab also have professional software such as Tally.

Computer Labs have adequate number of desktops for smooth running of practical classes all the time.

In addition there are 1 6 HP, Cannon and muratech printers in the college.

The college uses 10 LCD projectors and one portable projector. This infrastructure is complemented by computer networking devices, scanners and interactive teaching board etc.

In general, computing and internet facilities are available to all teachers and students on the campus. College has taken 50 MBPS internet leased line from Bharat Sanchar Nigam Limited for smooth internet connectivity.

The institution provides access to desktop systems to both faculty and students which allows them to use computer aid for academic projects, practical sessions and for learning.

To make the learning process more effective various innovative methods are used by the teachers. This includes giving group assignments and having power point presentations, where students can discuss and explore their knowledge together. Learning combined with visual presentations or working on certain software is much more enjoyable and comprehensive for the students.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3.2 Student – Computer ratio (Data for the latest completed academic year)

Response: 22.56

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 73

File Description	Document
Upload supporting document	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakhs)

Response: 0.64

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
.27190	.25319	0.30779	0.61280	1.35400

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years

Response: 62.11

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
649	653	596	448	491

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.2 *Capacity building and skills enhancement initiatives taken by the institution include the following*

    1. Soft skills
    2. Language and communication skills
    3. Life skills (Yoga, physical fitness, health and hygiene)
    4. ICT/computing skills

Response: D. 1 of the above

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 45.03

5.1.3.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
664	100	793	288	212

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)

5.2 Student Progression

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 4.02

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
11	15	28	0	0

5.2.1.2 **Number of outgoing students year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
387	378	401	83	93

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 0.92

5.2.2.1 *Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
3	0	0	0	0

5.2.2.2 **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
73	68	71	65	48

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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 last five years

Response: 25

5.3.1.1 *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 wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
4	1	10	5	5

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 6.6

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
6	4	9	6	8

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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

Response:

The alumni association of our college is an active and engaged community, with members from diverse backgrounds and professions. It serves as a valuable resource for both recent and established graduates, providing opportunities for networking, career development, and personal growth. Over the years, our alumni association has organized various activities, such as reunions, and fundraising events, that have brought together alumni from different parts of the world. These events have provided a platform for us to connect, share experiences, and exchange ideas on various issues. One of the most significant benefits of

being a member of the alumni association is the opportunity to give back to the college and its community.

The main objectives of our alumni association include:

1.   Promoting networking and social interaction among alumni, thereby strengthening the bonds that were formed during our time at the college.

2.   Supporting the development of our alma mater by providing financial assistance, and other forms of support to current students of the institution. This helps to ensure that future generations of students have access to the same high-quality education that we received.

3.   Advocating on behalf of our alma mater by lobbying government bodies and other stakeholders on issues that affect the institution and its graduates. This includes issues such as funding, infrastructure development, and policy matters that affect the institution and its students.

In conclusion, the registered alumni association of our college plays an important role in maintaining the relationship between the college and its graduates. By promoting networking and social interaction, supporting the development of our alma mater, and advocating on behalf of our institution, the association helps to ensure that the legacy of our college lives on.

File Description	Document
Upload Additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance

Response:

6.1.1-The Governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution.

Response:

Vision & Mission

The vision of D. B. G. Government College Panipat is to develop the potential and inherent talent of its young students by enhancing their capabilities, vision, innovative approach and social consciousness, thereby striving to make them fully developed human resources for India. To achieve this vision, the college focuses on improving the infrastructure and resources. Faculty, students., administration and supporting staff work diligently as a team and follows certain set parameters as their mission. The following are some such objectives:

- To impart quality education, to improve their critical and analytical faculty, students are provided academically conducive environment ; their perceptive sense is developed to ensure their self reliance. The tendency to learn through experiment is stressed by ensuring their participation in practical in labs, case studies, role play and other classroom activities

- To ensure students' holistic development, their participation in various co-curricular and extracurricular is encouraged and are motivated to adopt a healthy and hygienic lifestyle.

- To achieve inclusiveness of students from all walks of life, education is provided at a very modest fee, financial assistance is provided through social welfare measures for the underprivileged section

of society..

- To provide a favourable environment to the faculty and the supporting staff so that they can grow simultaneously while doing their job and remain self-motivated.

The institution practices decentralization & participative management

Response:

To encourages a culture of participative management, staff members (teaching as well as non-teaching) are assigned administrative roles through various committees by the principal in the beginning of the session. The college has created a decentralized structure for decision making, designing and implementing policies where departmental committees interface their decision with college committees of the staff Council .

Admission committee

- **College Council**
- **Bursar**
- **Internal Quality Assurance cell**
- **Grievance Redressal committee**
- **Purchase Committee**
- **Library Advisory Committee**
- **Sports Board**

To demonstrate decentralization and participative management, case study on working of admission committee is discussed here.

The Principal, being the overall head of the admission committee, appoints different conveners for each stream viz: Arts, Commerce and Science for undergraduate as well as postgraduate courses. These conveners are further assigned three members each. In the beginning of the session, students apply online for admission in B.A., BSC, BCOM and MA, MCOM courses. Online verification of these forms is done by the committee members and students are informed about anomalies, if any, through personal contacts. After the process of online application is over, the admission of the students takes place according to the first merit list. Vacant seats are filled according to the second merit list. If seats remain vacant even after second merit list admissions, applicants are called for the physical verification. The

members manually check and verify their forms along with their documents. Thus the whole admission process is managed and carried out through active participation of the members in a very smooth and transparent manner.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc

Response:

Organisational structure of the institution including governing body , administrative setup, and functions of various bodies , service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

 Response:

Being a government institute, the college is governed by the policies of Higher Education Department(DHE), Govt. of Haryana. The DHE, Haryana issues regulations, policies framework from time to time to carry out the administrative activities of the college as per requirements and the principles are directed for compliance . The college has no direct recruitment, transfer and promotional policies .These are regulated at the directorate level. The affiliating university issues guidelines regarding intake capacity, admission schedule, examination form schedule, schedule of submission of internal assessment and practical awards, date sheet of theory and practical exams , declaration of results and issuance of mark sheets and degrees. The College Principal frames the mechanism and policies for an effective functioning of the college.

The college receives different types of grants (Plan and Non-Plan) for material and supply, library,

infrastructure up gradation, scholarships etc. and plans strategies for the desired outcome with the active cooperation of all the stakeholders. The academic calendar is designed at the onset of each academic session as per the directions of the affiliating University. At the beginning of session, the College Principal , the ex-officio chairperson , forms various committees, assigns annual duties for the decentralization of powers and responsibilities for the smooth functioning of various academic and co- curricular activities . The decisions related to Academics like workload calculation, library purchases, time table, maintenance of infrastructure, admission etc. are taken up by the different committees

The college staff is communicated all the service rules with amendments by the ministerial staff .The college has grievance redressal mechanism to deal with the admission , internal assessment , detention , examination related grievances , sexual harassment of students , teachers and non- teaching staff . To make the campus safe and secure ,the college follows the proctorial system under the supervision of chief proctor . The college has a well -defined organisational structure in the administrative staff and laboratory staff .

Perspective / strategic plan and deployment document are available in the institution

Response:

Many of the academic quality policies are framed by the college administration and implemented through various committees of the college which are monitored by the principal.

One activity that is successfully implemented based on the strategic plan:

Objectives of the perspective plan of inclusion of new courses.

Introduction of M. A. English with effect from 2019-20 has opened new avenues in the job-oriented domain.

The context: proposal was sent for the requirement with its justification to the department of Higher **Education Haryana.**

Implementation: The proposal was accepted by the department of Higher Education, Haryana on 27th may 2019 and the college was granted permission to start MA English with effect from the session 2019-20. . MA English is running successfully at this time in the college with 33 admission out of allotted 40 seats.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2.2 Implementation of e-governance in areas of operation

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

6.3.1 W**elfare measures for teaching and non-teaching staff**

Response:

. The welfare scheme for teaching and non -teaching staff of the colleg are stated below:

1. Leaves are provided for different purpose to cope with social and personal responsibilities such as CL, DL, CCL, Maternity/ paternity leave , special leave for blood Donor , EL , EL for work done in holidays , EOL, study leave for higher education etc.

2. Provident fund- two schemes are prevalent under this head:-

General provident fund for employees who joined service up to 31- 12 -2005, NPS for the employees who joined service with effect from 01-01- 2006.

1. Annual increments are given as per policy

2. Financial aid is also granted as advance loan, HRA, Marriage loan, car loan
3. Career advancement scheme
4. Medical reimbursement facility .
5. Education allowance .
6. Retirement benefits- pension, family pension, gratuity, leave encashment
7. GIS (Group Insurance Scheme) .
8. . Liberary computer facility

6.3.1 Performance Appraisal System for teaching and non-teaching staff

Response

The performance of each and every employee is assessed after the completion of academic session. Systematic measures are employed to understand the ability of the person.

The parameters which are designed to assess teachers' performance are stated below: -

Response:

• **API**

  • **ACR**

• **Feedback System**

Haryana Govt. has introduced Performance based Appraisal System for teaching staff in the Govt. colleges from the year 2012 as per 6th CPC guidelines. There is prescribed Academic Performance Indicator (API) Performa for self-appraisal filled by the faculty members and verified by the IQAC. The teachers are required to obtain minimum API score covering all the three categories of API Performa for the promotion under Career Advancement Scheme of UGC and Haryana Government. The API Performa of all the years (5 Years from Senior to selection Grade and further to Pay Band-4) for level upgradation duly verified by the IQAC and principal of the college are sent to the DHE Haryana for its approval.

ACR : All the faculty members are required to fill Annual Confidential report (ACR) containing the information of teaching days, results and responsibilities, extra classes for weak students', annual duties, research details and In- service training programmes. Self-appraisal is assessed and evaluated and assign a grade (Outstanding, Very Good, Good, Average, Below Average) by the principal and forwarded to the DHE Haryana for necessary action. If the performance of a teacher is found below average, an explanation is called by the directorate and disciplinary action is taken against his/her if the reply is not found satisfactory.

At the end of academic session feedback from the students is obtained containing the qualitative and quantitative parameters of teaching learning.The outcome of the feedbackanalysis is conveyed to each teacher for their encouragement and to take necessary action for improvement if necessary.

Non- teaching stafF

At the end of academic session, every non-teaching employee has to fill up the self -appraisal proforma which is verified by the HOD in case of Laboratory Attendant and further assessed and evaluated by the principal.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

Response: 16.1

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
11	11	7	3	6

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The college adopts well planned strategies for mobilizing funds and optimum utilization of resources. Funds received from the state govt. are termed as Govt. Grant. The college also receives development grant from the UGC, donation from philanthropists, membership fees from the alumni and fees from students. The govt grant is received under pre-defined Heads eg Salary, Placement Cell, Earn While You Learn scheme, Women Cell, Lab Up gradation etc.

. The college follows guidelines prescribed by the state government for purchasing material, in which quotation are invited from different suppliers , after comparing the rates of all desired items, a firm with lowest rate quotation is selected, and ordered to supply the items as per the specification mentioned in the quotation with terms and conditions.

Payment is released by treasury through NEFT to the supplier after delivery of respective articles. All the transactions have transparency as quotations are called from at least from three vendors and billing to the supplier. The college administration ensures the quality and quantity of the supplied items. The college principal designates different conveners to   maintain   the   records   of   available   resources (infrastructure). The fully utilized resources are disposed off by following the norms and regulation framed by the Condemnation and Disposal Department of Govt. of Haryana.

Response:

The mechanism for the audit is as per the directions and guidelines of the UGC and higher education department. The College has a committee for internal audit.

Internal Audit:

Internal audit of the college is done by the college bursar who checks and verifies all vouchers of transactions with reference to sanctioned budget and availability of the funds of the college. The convener of purchase committee along with the bursar of the college keeps a strict vigil on the process of purchase. Stock verification committees check and verify the available stock towards end of the session.. Furthermore, the committee recommends the stock items to be written off, if found unserviceable. The Cash Books are prepared by the office staff regularly and got verified by the bursar and counter signed by the principal.

External Audit:

The external audits of the institution are conducted regularly as per the state Govt. instructions. The audit is conducted by the audit teams of Director Higher Education Haryana. Besides, the audit team of Accountant General Haryana conducts periodical audits. After the conduct of audit, 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) conduct of Seminars, Conferences, Workshops are audited, and utilization certificate is submitted. The college collects fees from the students under various heads like Amalgamated Fund, University Fund, Red Cross Fund, Radha Krishnan Fund, Abdul Kalam Fund, Sports Fund, Development

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

6.5.1 IQAC contribution for institutionalizing the quality assurance strategies and processes

Response:

 The IQAC was established on 15-10-2010 with the objectives envisaged by the UGC/NAAC. The IQAC of the college deals with the quality measures like preparation of academic and activity calendar, formation of Mentor-MenteeGroups, alumni association, upgradation of existing infrastructure, maintain the records of teachers training programmmes,organizing seminar/workshop for capacity building of teaching and non-teaching staff, to prepare AQARof the college and submit it to NAAC, to finalize API Performa of teaching staff etc. The major contribution for quality assurance strategies and process is witnessed in the following case studies:

1.**Feedback System:**

Objectives:

•To Evaluate the existing teaching learning environment to take appropriate action for the improvement of poor performing areas.

The Context

The IQAC of the college has designed feedback Performa covering the different aspects such as college administration, teaching-learning process, library etc.

   • **Feedback from Alumni**

The Practice

In order to achieve the desired objective, the feedbacks from different stakeholders are collected, analysed with interactive tables, charts and diagrams. The full feedback report with significant measures to enhance the quality is uploaded on the web portal.

Success Rate

 20% responses from the alumni are received and analysed.

Problems Encountered and Resources Required

The quantum of feedback received from the alumni is not satisfactory. The alumni association needs to organize such activities regularly to ensure more alumni participation.

The IQAC of the college uses Mentor -Mentee and class Whats app groups especially for the students to disseminate the important notices among the students. All the students of the college are informed through this service regarding important activities dates such as Examination form filling, Scholarship dates, Commencement of Examination etc. An official whats app group for staffis also active.

The following methodologies have been adopted by IQAC to review the learning outcomes and take the corrective measures:

IQAC holds periodic meetings to discuss the existing infrastructural / academic requirement , shortcomings and corrective measures nedded to be taken. IQAC , after discussing & analysing demands, calculates the cost envolved therein , writes letter to the DHE, Haryana to release grants . IQAChas been successful in getting **seven wi-fi enabled smart class rooms** functioning in the college , construction of **College canteen , fully automated college library with SOUL software &** digital ID cards for students and has been instrumental in seting up Botony , Zoology , Language & Digital labaratories . IQAC encourages the teachers to plan their teaching work in advance and execute it well. IQAC monitors and reviews the implementation of **lesson plan**.Mentor-mentee groups are formed. In coordination with the university, the IQAC ensures evaluation of the course outcomes through **class tests, assignments, presentations, discussion**s etc at periodic intervals. The students are awarded with internal assessment marks based on their performance in these activities. IQAC encourages all the Hods to **organize workshop/ extension lectures** on important themes to enrich the overall knowledge base of the students.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5.2 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality initiatives with other institution(s)/ membership of international networks**
3. **Participation in NIRF**
4. **any other quality audit/accreditation recognized by state, national or international agencies**

such as NAAC, NBA, ISO Certification etc

Response: D. Any 1 of the above

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

Criterion 7 - 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 and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years

Response:

Gender Equity

There is well acknowledged commitment of the staff and students of Government College, Panipat to follow equality, equity, fairness and probity in all activities. The College shows gender sensitivity in providing safety to students especially girls. For the safety and security of women on the campus, the Student Grievances/Sexual Harassment/ Anti-Ragging Committee has been constituted in the college which resolves any complaints from students, teaching and non-teaching members and takes necessary action. Further, teachers perform proctorial duties throughout the campus area- rooms, corridors, labs, playground, library etc. CCTV cameras are installed at many places to ensure the safety and security of all the students and staff members.

There is an active and vibrant Women Cell functioning in the college for coordinating gender sensitizing action plan, spreading awareness about gender issues, counselling girl students, assessing the facilities available to girls' students, organizing different programmes and extension lectures on gender issues. This cell facilitates various workshops on domestic violence, self-defence, cyber-crime, first aid, police training, parlour and stitching. It also organizes various literary, cultural and fine arts competitions, enthusiastically participated by students irrespective of their gender. Moreover, the cell also addresses issues directly related to girls such as menstrual hygiene, gender discrimination, safety and security in society and amicable environment in the college campus. These activities are not only catering to college students but also extended to spread a general awareness in the society about the gender issue. Further, legal literacy cell also emphasizes issues related to women rights, motivate girls to get information about their legal rights and spread the same in the society.

Celebration of Important Days

Government College, Panipat has been continuing good traditions of providing students maximum exposure of extra-curricular activities for their holistic growth. Different college cells and units such as NSS, Women Cell and various subject related societies are involved in celebrating different days, events and festivals round the year. Such organizations not only make students aware about the significance of the events but also help them emulate the values and rituals related to such occasions.

The Independence Day and the Republic Day are celebrated regularly every year by the college staff and students with great enthusiasm to honour those pious souls who had sacrificed their lives for the sake of our freedom struggle. The college important days celebration committee along with NSS unit celebrate various occasions such as Gandhi Jayanti, Nav-Tarang 'Shaheedon ko Naman, Teachers' day, National Education day, Swachhata Week etc. Women's Day is celebrated by the women cell with the motive to

spread general awareness about feminine rights. Different subject societies celebrate different occasions related to their field of studies. The Political Science Society organizes programmes to celebrate Constitution Day, and Voters' Day. The Hindi Society organizes different competitions and extension lecture on Hindi Diwas. The Science Society celebrates Science Day to inculcate among student's scientific acumen to perceive and understand different natural and physical phenomena. International Yoga Day is celebrated to promote the importance of fitness and good health amongst the students. Overall, the college staff and administration are well aware of the significance of the commemorative days and motivate college students to participate in them and get positive value reinforcement from them.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.1.2 The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Upload supporting document	[View Document](#)

7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response: C. Any 2 of the above

File Description	Document
Upload supporting document	[View Document](#)

7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic diversity and Sensitization of students and employees to the constitutional obligations: values, rights, duties and

responsibilities of citizens (Within 500 words)

Response:

Inclusive Environment

Our nation has a lengthy history where individuals from diverse cultural background having numerous regional and communal differences such as linguistic and socio-economic live in a state of peace and unity. The location of D.B.G. Government College, Panipat caters to all the students from vide surrounding areas. The Institution works for achieving higher goals in terms of ensuring inclusive environment and enabling dignified values among students. Our college has an Anti-Ragging committee which attempts to maintain harmony and brotherhood among students by avoiding them not to engage in any kind of conflicting activities like teasing and intimidating on the basis of caste, creed, colour and rank. The college management is extra cautious in providing safe and secure atmosphere especially to girl students. The Cultural Committee, the Women Cell and the Legal Literacy Cell of the college are fully devoted in organizing various programmes related to different feminine and societal issues. Our college celebrates cultural events such as National Youth Day, Basant Mahotsav and participates in Inter-Zonal Youth Festival and Haryana Poetic Symposium. Apart from the above-mentioned activities, active participation of students is also visible in Sports Meet and Talent Search Competition that in itself comprises of various cultural activities such as folk song, classical, gazal, etc. All these extra-curricular activities inculcate positive feelings among students for different cultures, develop a sense of brotherhood between them and cultivate extreme self-discipline for better well-being. Moreover, there is a deep-seated harmony in the overall working of the college and the teachers work with students to create a desirable environment of inclusive growth for all.

Sensitization of Students and Employees

The goal of the college is to transform students into fully capable, innovative, visionary and socially sensible human resource for India. The constitutional obligations are among core values guiding different activities of the college in miscellaneous ways. The institution is devoted to sensitize its students and employees about the values, duties, and rights as envisioned in the constitution. There is regular celebration of the Independence Day and the Republic Day every year with the wide participation of staff and students to remind them about the sacrifices made by our freedom fighters in the National Movement. Besides this, the celebration of Voters' Day, National Education Day, Constitution Day, Birth anniversaries of different National leaders and other such occasions are instrumental in sensitizing students and staff about the constitutional values of India. The Legal Literacy Cell is very active in spreading awareness among students about the legal rights and duties of Indian citizens. The Women Cell organizes different gender related programmes and awareness lectures reinforcing among students the equitable rights given in the constitution and also the related duties. Further, NSS and Red Ribbon units are actively engaged in inculcating among students a basic understanding about their role towards society. Moreover, the students are taught about the constitutional obligations as the part of their curriculum in different social science disciplines such as Political Science, Sociology, History and Economics. Although, the college staff is abided by the governmental rules and regulations, but there is a prescribed Institutional Code of Conduct to be strictly followed by faculty members and students.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)	

7.2 Best Practices

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

Response:

First Best Practice: 'Empowering Women'

Objectives:

- Creating awareness amongst women about their rights, opportunities and gender equality.

- Inspiring girls for higher education enrolment and nurturing of their employment skills
- Organisation of women health awareness programmes for hygiene and nutrition.
- Participation in extra-curricular activities including social work.
- Resolving women-centric issues through women teachers/ mentors.

The Context:

Women empowerment makes female employees and girl students realise their potential, enable them to compete for equal opportunities, security and safety. The college renders them a platform to improve their status in society through literacy, education and skill training. To promote a culture of equality and respect, college campus has NSS unit, Women cell, Legal literacy cell, Eco club, sports department and supportive staff members. It helps to fill them with self-confidence, life-determining decision-making power and empowerment. As major chunk of girl students resides in rural areas where they have to tackle restrictive social norms of the society, in this context, our college tries to assist them for mental and emotional upliftment through talks, NSS volunteer camps, women cell and legal literacy training programmes among others. Faculty members also motivate students and their parents especially in rural areas for higher education enrolment.

Practices:

D.B.G. Govt. College, Panipat is a nodal college for other government colleges situated in Panipat district. Higher position usually brings higher responsibilities, in this context, our college is extremely committed to promote women empowerment through its various cells and committees. Women cell in the college is working actively for women's awareness and betterment of the lifestyle. Women cell has organized self-defence training, vocational skills development programs and extension lectures with respect to personal hygiene for girls. Helping Heart Counselling cell of the college provided meditation sessions for better mental health. Moreover, Placement cell also organized workshops & programs for women employment

opportunities and their career-making. Legal literacy cell is engaged in promoting gender equality and women's legal rights and also provide information about their fundamental rights recognised by the Constitution of India. For this Legal Experts are invited to the college for lectures every year. NSS unit of the college has always received equal participation of girls in various college related as well as social activities. Further, the Department of Physical Education has increased girl's participation in sports events.

Evidence of Practices:

- Chetna rally on 'Beti Bachao, Beti Padhao' as part of Women's Day in 2018.
- Legal literacy camp on 'Medical termination of Pregnancy' in rape cases in 2019.
- Self-Defence training programmes for girls in 2018 and 2021.
- Participation in 'Pinkathon' on Women Empowerment in 2019.
- NSS girl volunteers visited 'Old age Homes' in 2021 as part of Higher Education Dept. scheme on 'Taking Care of Old Age Persons'.
- Extension lecture on 'Health and Nutrition' in 2021 and on 'Domestic Violence against Women' in 2022.
- A special talk on 'Special rights of Women' in 2021.
- Workshop on 'Beauty Parlour skills' in 2021.
- Quiz Competition titled 'Women' in 2021.
- In sports, Neha, BA I student won bronze medal in Kurukshetra University Athletic Championship in 2021.
- Komal, B.Sc. I student won bronze medal in Kurukshetra University Boxing championship in 2022.
- Various girls got placed in good job positions after passing out from the institution.

Problems Encountered and Resources Required:

- Hesitant participation of girls due to restrictive environment among their parents and lesser exposure among rural girls.
- Early marriages, mental and health issues during the study period.
- Domestic burden on girl's students.

Second Best Practice: 'Participative Administration'

Objectives:

- To achieve a collaborative environment between Principal, teaching, non-teaching staff and students.
- To develop a transparent and participatory work culture.
- Motivating staff and students in completing their tasks effectively.
- Sensitizing the feeling of belongingness among staff members and students.

Context:

College is providing education to different streams in undergraduate and post graduate programmes. The practice of participative administration is instrumental in reducing the work load on the Principal so that he/she can concentrate on the general functioning of the college with efficiency. Moreover, students' related issues can best be dealt through a decentralized structure. There is a need of regular planning to involve different representatives according to their determination and aptitude. It is to be ensured that they must work in a disciplined atmosphere. The Principal must take a leadership role in a participative way.

Practice:

Participative administration involves participation of teachers, non-teaching staff and students in decision-making process. The senior most teachers along with Principal form the highest decision-making body, namely, College Council. The Principal conducts the college activities with the dynamic support of the College Council. Work is distributed among teachers in the form of well-defined committees. All the college works including scholarship, discipline, library, mentor groups, etc. are managed through the decentralized system of these committees. Moreover, financial work is carried out with set rules and procedures. The teaching departments are headed by Head of the Department who coordinates the teaching activities. The teachers ensure timely coverage of syllabus according to their lesson plans. The college deputy superintendent heads the non-teaching staff and coordinates with Principal and teaching staff. Students are engaged in participating and organizing events under the guidance of teachers. The participative administration is very significant for achieving quality standards.

Evidence of Success/ Performance:

- Participative administration has been effective in managing college activities in a successful way.
- All staff members take responsibility in close association with students and stakeholders for fulfilling different tasks.
- Various activities such as retirement parties, alumni meet, sports meet along with the operations of women cell, legal literacy cell, NSS, red ribbon club, etc. are conducted amicably for the holistic development.
- To maintain decorum, the college has its own code of conduct.

- College office staff works in a proficient way and this practice is one of the keys for a successful higher educational institution.

Problems Encountered and Resources Required:

- Participative administration needs planning and patience on the part of the college administration and staff.
- The inclusion of new staff in the college pose new challenges for the whole college.
- Limited availability of digital platform with rural students.

File Description	Document	
Best practices as hosted on the Institutional website	[View Document](#)	

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

INSTITUTIONAL DISTINCTIVENESS

The distinctiveness of D.B.G. Government College, Panipat is prominent through endeavors of the institution. The institution aims to develop a holistic and inclusive environment at the campus for an overall development. The institution is religiously committed to Sustainable Development after the universal adoption of the interlinked 17 Sustainable Development Goals (SDGs) in 2015 for peace, prosperity and protection of nature for now and future. SDGs emphasize on good health and well-being, clean water and sanitation, quality education, gender equality, industry, infrastructure, economic growth, climate action, peace, justice and strong institutions among others. Following the United Nations' blueprint, the college is also engaged in multifaced activities.

The institution took efforts to move beyond classroom teaching through exploration and interaction with nature. The institution has been targeting to develop basic agricultural skills among students in campus through their involvement in cultivation practices with the help of National Service Scheme and Eco club. An initiative has been taken by the Eco club to plant more than 100 species with medicinal benefits such as amla, tulsi, neem, banyan tree, peeple tree, arjun tree, lemon grass, insulin saplings, mint, turmeric, among others. There is a separate Pakshi Vihar in botanical garden of the college where birds regularly fly for feeding themselves. Further, students indulged in the celebration of the important days related to environment such as World Environment Day, Earth Day, Yoga Day and participated in cleanliness drives, plantation drives to deeply connect to the environment. The college has adopted the policy of Reduce, Recycle and Reuse and natural landscape predominates the campus with a rich biodiversity of flora and fauna. Environmental consciousness has been an integrated component of the college activity.

The college has also restricted the entry of automobiles taking into consideration the effects of pollution on health and environment. Only the vehicles of staff members and students are allowed to enter the college campus. There are separate parking places for the vehicles of the staff and the students. Students are encouraged to use bicycles instead of motorbikes and scooters. Separate areas have been marked on the roads inside the campus to facilitate the pedestrians. There is a complete ban on the use of the plastics inside the campus and the same has been reflected by the use of placards in the campus. To establish an eco-friendly environment on the campus, the institution plans to install a solar power system to minimize the carbon emissions and follows the policy of replacing lighting fixture with LED lights. The college already has an installed rain water harvesting system, thus fulfilling the water requirements and enabling its conservation too.

The college promotes gender equity and sensitivity through various gender equity promotion programmes. The college renders female employees and girl students a platform to improve their status in society through literacy, education, skill training, awareness and confidence. To promote a culture of equality, freedom and respect, college campus has NSS unit, Women cell, Legal literacy cell, Eco club, cultural club, sports department and supportive staff members. It helps to fill them with self-confidence, life-determining decision-making power, empower socially, economically and legally. Several activities have been conducted from time-to-time for the promotion of national values and communal harmony among girl students. Women cell in the college is working actively for women's awareness and betterment of the lifestyle. Women cell has organized self-defence training, vocational skills development programs such as 'art and craft workshop, workshop on beauty parlour skills' and extension lectures with respect to personal hygiene for girls and health and nutrition. Further, Helping Heart Counselling cell of the college provided meditation sessions for better mental health. Legal literacy cell is engaged in promoting gender equality and women's legal rights and also provide information about their fundamental rights recognized by the Constitution of India, medical termination of pregnancy. For this Legal Experts are invited to the college for lectures every year. NSS unit of the college has always received equal participation of girls in various college related as well as social activities such as visiting old age homes and taking care of them. Further, the Department of Physical Education has increased girl's participation in sports events. The college is committed to interdisciplinary education and capacity building of young women in development and professional education. The college faculty and students have responsibly engaged with people and communities, fulfilling its role in making knowledge and information accessible to women students.

The college also provides facilities for the differently abled and work extensively to engage with the local community through each of its departments. The college has divyangjan friendly and barrier free environment. There are small ramps at various places in the college for the convenient entry and exit of the differently abled students and staff and there is a separate big ramp for the differently abled students and staff to facilitate their movement to all corners of the college. On every floor there are separate wash rooms for the differently abled students and staff. The college has its own wheel chair to be used by any differently abled person in the college as and when required. There is also facility of water cooler in the campus for providing clean drinking water to the staff and the students. The college strictly believes in the adherence to the code of ethics by the students and staff as well. The college has displayed code of conduct on its website and organizes professional ethics programmes from time to time. There are separate committees to look after the matters efficiently pertaining to discipline and incidents of ragging and sexual harassment in the college. So far, no incident of ragging has been reported in the college.

So, the above-mentioned details of the college clearly state that the college has performed distinctively in the last few years and further it can be assured that the concept of sustainable development will be forever attached with Desh Bandhu Gupta Government College, Panipat and will be even outreached towards the

society with its broader framework of activities.

File Description	Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

The college plans to introduce more and more new programmes and courses keeping in view the increasing strength of the students and the demands for new programmes and courses form the students of the area. The construction of a separate block and a big auditorium is in pipe line.

Concluding Remarks :

The college has a great potential in offering value and skill based quality education to the students of the area.The day is not far away when this college will become the most sought after college of the area.