



Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	GOVERNMENT COLLEGE FOR WOMEN FARIDABAD
Name of the head of the Institution	Ms. Namarta Sharma
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01294074616
Mobile no.	9213379193
Registered Email	principalgcwfbd@gmail.com
Alternate Email	gcwfaridabadinformation@gmail.com
Address	Sector 16-A
City/Town	Faridabad
State/UT	Haryana

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
GCW FARIDABAD	Infrastructure Grant to Colleges	RUSA	2016 365	7928356
GCW FARIDABAD	Infrastructure Grant to Colleges	RUSA	2017 365	2573916
GCW FARIDABAD	Infrastructure Grant to Colleges	RUSA	2017 365	5000000
GCW FARIDABAD	Infrastructure Grant to Colleges	RUSA	2018 365	3000000
GCW FARIDABAD	Infrastructure Grant to Colleges	RUSA	2019 365	1500000

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

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10. Number of IQAC meetings held during the year :

4

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

Yes

Upload the minutes of meeting and action taken report

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

No

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

1) Mentor - mentee programme which began in the session 201819, continues to run in the session 201920 under the aegis of IQAC. Every faculty member mentors a group of 4045 students through the session. 2) Faculty Development Programme Teaching staff is encouraged to attend Orientation Courses /Refresher Courses/Workshop/Seminars/Conferences/Faculty Development Programmes/ Short Term Courses.

3) **Cells and Societies:** IQAC has been active in supporting college cells, clubs, committees societies to ensure maximum participation of students in extra - curricular activities for their overall development. 3) **Institution Website** - IQAC ensures that a proper record is maintained of all the activities events in the college on the website along with time table and lesson plans of the faculty. 4) **Infrastructure up gradation** - IQAC gives valuable inputs to RUSA committee and Building Committee regarding infrastructure up gradation of the college. 5) **Interaction with Parents** IQAC ensured organisation of Induction cum Orientation Programme in the beginning of academic session in the month of July for the benefit of students their parents.

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

Plan of Action	Achivements/Outcomes
2) To organise orientation cum induction programme for the benefit of new students and parents.	2) The various committee and cell in charges briefly listed the activities and achievements of previous session 2018-19 for the students and parents.
1) To ensure smooth conduct of online admission of students for the new academic session.	1) Orientation -cum -Induction programme organized for new admission. Parents were invited too.
4) To ask all the Departments to maintain a proper record of Time Table, Lesson Plans, Departmental Activities, Results, Student Strength and Academic Calendar.	4) All the Departments compiled the data of last 5 years related to results, departmental activities, time table, annual academic calendar and lesson plans.
3) To organise Alumni meet and maintain feedback register of alumni.	3) Alumni Meet organised by the Alumni Association. Around 145 alumni attended the meet.

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14. Whether AQAR was placed before statutory body ?

No

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	24-Feb-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Being a government college, management information system for various categories of activities regarding students and teachers are implemented and managed through Higher Education Department, Panchkula, Haryana. 1. ERP: Students management modules like Online admission process that involve online admission form filling, online merit list display to online fee payment are managed through an ERP module. Similarly, Scholarship and placement activities are also managed through same module. College and University integrated process like registration of first year students and continuous registration of second and third year students are managed through ERishi ERP module controlled and managed by Maharshi Dayanand University, Rohtak, Haryana. 2. ATTENDANCE MANAGEMENT SYSTEM: Employees attendance is managed through website attendance.gov.in, governed by NIC, Government of India. For students, online attendance and LMS (Learning Management System) are implemented and managed by Higher Education, Haryana through a web application "Shiksha Setu". 3. CMSWEB PORTAL: College website is</p>

hosted by the web portal of Higher Education, Haryana (higherduhry.com). Various modules like College vision, Infrastructure, Faculty details, Lesson plan, committee details, student strength, Notices, Events and Circulars are implemented through Higher Education and managed by college staff. 4. Financial Modules: Employee's salary and grants received through government are managed through esalaryhry.nic.in portal.

Part B

CRITERION I - CURRICULAR ASPECTS

1.1 - Curriculum Planning and Implementation

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

Maharshi Dayanand University, Rohtak to which the college is affiliated approves and notifies the schedule of terms & vacations to be observed by all the colleges affiliated to the university before the beginning of new academic session on the university website. The college follows semester system mandated by the university. In the beginning of each session, students are given the option of taking admission in any of the six UG courses offered by the college. Before the classes begin, time table is formulated & uploaded on the college website. Department wise workload is calculated and sent to the Department of Higher Education in the form of hard & soft copy. Accordingly, the DHE updates the workload assessment on the MIS portal and in case of requirement of faculty in any course; the college corresponds with the Department for fulfilment of staff shortage. The faculty prepares the lesson plan & academic calendar which are uploaded on the college website. At the end of each semester, teachers submit internal assessment marks in accordance with the guidelines issued by the university & conduct exams as per the date sheet issued and published by the university on its website. Two Asst. Professors of the Departments of Tourism and Journalism & Mass Communication are members of the Board of Studies of the University. They regularly attend the meetings of the Board of Studies and give suggestions to improve the curriculum to keep their courses updated.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
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No Data Entered/Not Applicable !!!

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		

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1.2.2 - Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	632	Nil

1.3 - Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
EVS	16/07/2019	560

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1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BTTM	Field trip	46
BTTM	Training (Internship)	48
BA (Journalism)	Field Training	62
BBA	Internship	63

BA

Field Survey (Geography)

44

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1.4 - Feedback System**1.4.1 - Whether structured feedback received from all the stakeholders.**

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

The IQAC obtained feedback from teachers, parents, students alumni and tried to implement the suggestions received. The services in the library have been improved. Internet has been made accessible to students in computer labs. Classroom teaching has been complemented with the introduction of smart class rooms. Security has been beefed up in the campus with the installation of CCTVs. Students are encouraged to approach Anti- Ragging Squad, Anti- Sexual Harassment Student Grievance Redressal Cell for their problems. Counselling Cell under the aegis of Dept. of Psychology helps students deal with exam related stress or any personal problems. Mentors meet their mentees(students) regularly and counsel them about their personal and academic problems. Apart from that, whats app groups have been created by all mentors(faculty members) wherein the mentees interact with the mentors as per their convenience.

CRITERION II - TEACHING- LEARNING AND EVALUATION**2.1 - Student Enrolment and Profile****2.1.1 - Demand Ratio during the year**

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrol
BA	BA-I	240	2498	222
BTTM	BTTM-I	60	80	32
BSc	Bsc-I	80	170	50

BCom	BCom-I	160	800	158
BBA	BBA-I	60	402	60
BA (Journalism)	BAJMC-I	40	120	38

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2.2 - Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG PG courses
2019	1601	Nil	43	Nil	Nil

2.3 - Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
43	22	11	4	7	Nil

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

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

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

Mentoring system is already implemented in the college. A group of 40-45 students is assigned to a faculty mentor for close monitoring of the progress of the group members to ensure their academic progress while balancing their personal fronts. The mentor, who is a faculty from the college, thus counsels the students of the group allotted on their academic and personal issues hampering them in gaining knowledge and learning. Since college years are formative to the higher trajectory of learning, it is very crucial to talk to them for unimpeded educational training and learning exercise. The mentoring system allows the faculty counsellor to have one-to-one interaction and to keep a track on the performance of students. Depending upon the problems faced by the students or mentees, a host of remedial steps may be taken up according to the need, like remedial coaching etc. A mentor helps in identifying students their strength, their area of weakness, or counselling on further career trajectories and ways to accomplish that. The mentor also interacts with parents of the mentees and apprise them of their wards' progress.

Nil	BTTM	Nil	20	12	60
Nil	BA	Nil	205	28	13.6
Nil	BCom	Nil	150	54	36
Nil	BBA	Nil	63	37	58.7

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2.7 - Student Satisfaction Survey

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

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CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	Nil	NA	Nil	Nil
Minor Projects	Nil	NA	Nil	Nil
Interdisciplinary Projects	Nil	NA	Nil	Nil
Industry sponsored Projects	Nil	NA	Nil	Nil
Projects sponsored by the University	Nil	NA	Nil	Nil
Students Research Projects (Other than compulsory by the University)	Nil	NA	Nil	Nil
International Projects	Nil	NA	Nil	Nil
Any Other (Specify)	Nil	NA	Nil	Nil

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3.2 - Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					

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3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Computer Science	1	0.21
International	Mathematics	2	2.7

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3.3.4 - Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher du

based Trust Model with Defense scheme for wireless Ad hoc network	and N.S. Gill	Speed Networks				of Comput Science, Fbd
Worst-case analysis of Gini Mean Difference Safety Measure	Ruchika Sehgal and Aparna Mehra	Journal of Industrial Management Optimization	2020	29	1	Departme of Mathemati IIT Dell
Robust Portfolio Optimization with Second Order Stochastic Dominance Constraints	Ruchika Sehgal and Aparna Mehra	Computers Industrial Engineering	2020	121	0	Departme of Mathemati IIT Dell

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	1	2	1
Presented papers	5	10	0	0
Resource persons	1	Nil	Nil	3

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3.4 - Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated such activities
Pledge ceremony on 'Save Water under Jal Shakti Abhiyaan' 22 July 2019	NSS	4	300
Tree plantation programme on 25th July, 2019	Eco Club With NGO- Sewa Trust	2	200

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachta Abhiyan	NSS	Rally on Swachta hi Sevahai in adopted Village Mirtzapur on 2 March 2020 (NSS 7 day Camp at Mirtzapur.)	8	50
Women's Day Celebration	Women Cell	Debate competition on women empowerment on 08/03/2020. (Women's day celebration)	3	10
World Environment Day Celebration	NSS Unit, GCW, Faridabad in collaboration with Department of Higher Education, MGNCRI, MHRD	Celebrated World Environment Day on June 5, 2020 (Poster making, Slogan writing, Essay writing, Video making, and photography competition, Online workshop on "Swachhta Action Plan")	5	50
National Girl Child Day	Legal Literacy	National Girl Child Day on 24 January	3	103
Cleanliness Drive	NSS	Cleanliness drive from 3-25 Oct 2019 (NSS volunteer spent 1 hour daily for cleanliness inside and outside campus)	6	92
Gender Issue	Women Cell	Lecture on sensitization and sexual harassment on 19th Aug 2019	4	250

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3.5 - Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NA	NIL	NA	Nil

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participi
Internship	Nil	Internship of students of Dept. of Business Administration	Nil	Nil	63
Internship	Nil	Internship of students of Dept. of Tourism Management	Nil	Nil	48

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NA	Nil	NA	Nil

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CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1500000	1409000

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Nil
Class rooms	Nil
Laboratories	Nil
Seminar Halls	Nil

Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Newly Added
Video Centre	Nil
Value of the equipment purchased during the year (rs. in lakhs)	Nil
Others	Nil
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Nil
Classrooms with Wi-Fi OR LAN	Nil

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4.2 - Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Nil	Nil	Nil	2021

4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	11485	2430685	0	0	11485	2430685
Reference Books	650	357534	2	2100	652	359634

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			

No file uploaded.

4.3 - IT Infrastructure

4.3.1 - Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Oth
Existing	201	159	7	0	0	13	20	2	
Added	0	0	0	0	0	0	0	0	
Total	201	159	7	0	0	13	20	2	

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

2 MBPS/ GBPS

4.3.3 - Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facil
Higher Education e-content facility through MIS	Null

4.4 - Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1398000	1233581	100000	75226

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

The emphasis of the College has been on the upgradation and maintenance of its infrastructure since the last NAAC Peer Team visit in March, 2015 like laboratories, library, computers, classrooms etc. The grant received under Rashtriya Uchchar Shiksha Abhiyaan (RUSA) from the Government of India has been utilized in the direction of revamping of existing infrastructure and construction of new Academic Block. Besides, the annual grant received under various heads from the Department of Higher Education Panchkula is utilized to stock the Physics, Chemistry, Computer, Geography, Home Science, Psychology, Music and Language Laboratories with sufficient equipments and furniture. Repairing and renovation works are carried out by the Public Works Department with whom the Building Committee of the College coordinates on a regular basis. The students are assisted in their laboratory work by the faculty and the trained laboratory staff. The stock registers are well maintained and annual stock verification is carried out by the committee comprising of senior staff members duly appointed by the Principal. The College Library has 11,485 Text Books and 650 Reference Books. The SOUL 2.0 software has been

implemented partially. The library also subscribes to a number of reputed newspapers both in Hindi and English. The infrastructure is carefully maintained to cater to the need of the students and to provide them proper space for self study and consultation of books in the Library. The Department too allocates fund to the College for the Library for the purchase of books and sometimes buys books on the behalf of libraries in colleges across Haryana and sends the books. The College has a dedicated Computer Science

Department with two assistant Professors, a Computer Instructor and a Laboratory attendant. The Computer Laboratories are well stocked with 141 PCs and 2 servers. BSNL provides the lease line to the College and the Department maintains an inventory regarding all the equipment and looks after annual maintenance of the laboratory equipments. Sports amenities too are well looked after in the College

There is a separate Department of Physical Education headed by an Associate/Assistant Professor to cater to the needs of the students. College has one big playground for carrying out sports and games like volleyball, basketball, badminton etc. Annual Athletic Meet is organised to encourage girls students to participate in sport activities. A Gymnasium with state of the art exercise equipment is

also there in the College for the benefit of the students. The College has sufficient number of classrooms. The shortage in classrooms has been met by new Academic Block constructed with the help of funds received by the College under RUSA. Separate Classrooms are allotted for each batch of students

Rooms are allotted as per the strength of each class. All the classes have proper lights/fans and benches for the students. Black/white boards are there in all class rooms. As far as possible, Multimedia Projectors/ or Smart Boards have been set up in classrooms like the BBA Block to facilitate ICT enabled teaching process.

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CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupee
Financial Support from institution	Earn While You Learn	16	68000
Financial Support from Other Sources			
a) National	Special component plan for SC	272	346000
b) International	NIL	Nil	Nil

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5.1.2 - Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge

Nameof organizations visited	Number of students participated	Number of students placed	Nameof organizations visited	Number of students participated	Number of students placed
Due to covid 19 campus visit was restricted	0	0	HERITAGE INSTITUTE OF MANAGEMENT COMMUNICATION FORTIS ESCORTS HOSPITALS LIMITED, NEWS READER AT BVM NEWS	4	3

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted
2019	38	BBA, B.COM, BSC, BAJMC, BTM, BA	COMMERCE, SCIENCE, ARTS, TOURISM AND JOURNALISM	IGNOU, MDU, JBU	M.COM, MBA, MSC, , MTM, MA

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

Items	Number of students selected/ qualifying
	No Data Entered/Not Applicable !!!

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

Activity	Level	Number of Participants
25th Annual Athletic Meet	INSTITUTION	354
ULLAAS	INSTITUTION	50

Haryana Tourism day	INSTITUTION	20
Independence Day	INSTITUTION	6

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5.3 - Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of th student
2019	FOOTBALL CAMPIONSHIP	National	1	1	31	SIMRAN AI
2020	FOOTBALL	National	1	Nil	Nil	KOMAL
2020	YOGA	National	1	Nil	Nil	KAJAL

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

Elections were conducted in the college for the student council the supervision of the electoral in charge and the electoral members in a democratic way as per the guidelines issued by the DHE on 17/10/2018. The students were asked to file nomination for taking part in elections a few days prior the final day of voting. These nominees presented their manifestos in front of their classmates in their respective classes. All the voters excitedly cast their votes in favour of their chosen representative . The votes were put in proper ballot boxes which were made by the students themselves under the supervision of observers comprising of senior staff members. The results were finally declared to the eager students. At last, the final voting was done amongst the list of CR's duly elected on 17/10/2018 to elect the office bearers for student Union session 2018-2019. Sneha, B.Com I: President Kajal Singh , BAJMC I - Vice President Sanjana, BBA II - Secretary Ritu, BAJMC II - Joint Secretary During its tenure, student council has under taken various academic and extra - curricula programmes and initiated several student welfare measures. The students actively participated in thr important initiatives- The Blood Donation Camps under Red cross committee, different eco- friendly initiatives under NSS and Eco clubs such as tree plantation, say no to plastic bags campaign as well NSS 7 days and nights camp. The student council also took up problems regarding various student welfa

issues such as facilities available in the colleges premises, fellowships etc with the college administration who successfully resolved them. Student body also participated in Athletic Meet , convocation and prize distribution function and performed various important duties such as disciplin cleanliness etc. On 2nd October, as a part of celebration , the student council along with NSS student cleaned the premises of the college campus and also participated in a 2 km jogging run as a part of Fit India and Clean India initiatives.

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

0

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

0

5.4.4 - Meetings/activities organized by Alumni Association :

NIL

CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The college follows a participatory mode of management with all stakeholder participating activity. Principal in consultation with the College Council which comprises of 5 senior most faculty member takes important decisions. The convenors of various committees, clubs cells in consultation with members work closely with the Principle in chalking out the program policies and implementing the same. The RUSA Committee Infrastructure Maintenance Committee plays an important role in creation, building repair renovation of the infrastructure of the college in sync with other Govt. departments like PWB, BR, Public Health Police Housing Corporation. The Placement Cell activity organises pre-placement workshops extension lectures for ensuring maximum placement of students through job fairs . The New Smart Class Rooms Committee Computer Lab ICT Equipments Maintenance Committee helps in improving the scope of the teaching - Learning experience through greater use of ICT. The Admission Committee ensures smooth online admission process. Convenors in close cooperation with committee members spearhead cultural socially conscious activities in the college by steering the NSS unit , the Women Cell , Le

Literacy Cell, Youth Festival Committee , the Eco Club the Red Cross. Additionally, the teaching staff organise a plethora of activities in their respective Department by organising talks of subject experts, college level competitions like science exhibition, mehendi competition, debates, essay writing, slogan writing poster making etc. The college believes practises decentralization participatory management with a firm belief in collective leadership democratic traditions which can be seen in the extensive delegation of authority to the senior staff members.

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

Yes

6.2 - Strategy Development and Deployment

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

Strategy Type	Details
Teaching and Learning	Teaching and Learning: - 80 teaching is done through conventional method of delivering lectures. This is complimented by laboratory work in practical subjects, smart classrooms, language lab in other subjects. Students are also enrolled in Spoken Tutorial classes also given lectures through power point presentation in smart class rooms.
Curriculum Development	Curriculum is designed at the university level. Some of the faculty members are members of Board of Studies at the university level. (Dr. Preeti Raina Dr. Sandeep, Asst. Professors, Dept of Tourism Travel Management Ms. Shalini Khurana, Asst. Prof. Dept Journalism Mass Communication)
Admission of Students	Admission were done online on the basis of merit. The entire process was fair transparent. 1617 students were enrolled in 6 courses.
Industry Interaction / Collaboration	The students enrolled in job - oriented courses like BBA, BAJMC, BTTM are sent for training or internship to industries, offices, tourism travel agencies local news channels.
Human Resource Management	Teaching staff is encouraged to attend professional development programs. Students are encouraged to get involved in extension extracurricular activities through various college cells, clubs, meets, committees NSS.
Library, ICT and Physical Infrastructure / Instrumentation	Construction of Arts Block of four class rooms completed under RUSA grant. Renovation Maintenance of Old Commerce Block completion of half constructed Multi-purpose Hall special repair of Administrative Block, two passage sheds, white wash, laying of floor tiles increasing the height of college boundary wall under RUSA grant. Electricity

	fitting under progress in Multi- purpose Hall. Library renovated repaired. Automation books completed.
Research and Development	Faculty members are encouraged to do research publish their research papers articles journals books. Four faculty members are pursuing their Ph.D.
Examination and Evaluation	Exams are conducted by the university under the semester system. Students are evaluated at college level also on the basis of class tests, assignments and attendance in the class.

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

E-governance area	Details
Planning and Development	The vision mission statement is uploaded on the college website. The semester - wise lesson plans timer tables of all the courses are uploaded on the college website.
Administration	The college exercises full supervision of all service modules in the office through the MIS software . The Principal corresponds with the teaching non teaching staff through mail college whats app group. 24 X7 internet facility in office . The salary of the staff is done through the HRMS Software Biometric attendance of teaching non teaching staff
Finance and Accounts	The accounts of the institution are managed online. Most financial transactions e.g. R grant is through the PFMS software Fund tracker.
Student Admission and Support	Students admission is fully online in conjunction with the online support provided by Department of Higher Education, Panchkula 11 smart classroom. Edusat room with video conferencing facility. Bulk sms facility whereby students are informed about important developments, function , exam related dates etc. in advance .
Examination	The RR CRR forms of students filled online the details are also submitted to the university in hard copy. All the exam related dates- datesheets displayed on the university website

6.3 - Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount support
2019	NIL	NIL	NIL	Nil

[View File](#)

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	NIL	NIL	Nil	Nil	Nil	Nil

[View File](#)

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
professional development programmes, viz., Orientation Programme,	14	01/07/2019	30/06/2020	Nil

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	2	2	2

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
Loan facility, study leave	Wheat advance, Uniform, cycles	Free education i.e No tuition Fee, Scholarships, Earn while you learn, Extension Programme

6.4 - Financial Management and Resource Mobilization

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

The internal audit is the part of the institution and carried out on regular basis by the Principal the institution. For the purpose of Academic audit, Principal checks the syllabus covered by the different faculty members, progress of Class tests, completion of attendance registers and status of assignments taken by the faculty members. Financial audit is also done by the Bursar and the Principal of the college. During financial audit, Bursar and the Principal verifies the supporting documents involving examination of vouchers, bill payments, quotations, verification of cash book and approval from the Principal. External audit is the independent examination of the financial statements prepared by the college. Officer of Director Higher Education and DGHE Office team visits college regularly for auditing and inspection purpose.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	0

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6.4.3 - Total corpus fund generated

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6.5 - Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	DGHE	Yes	PRINCIPAL
Administrative	Yes	DGHE	Yes	PRINCIPAL

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

The College doesn't have a formally registered Parent-Teacher Association, still parents are invited at the beginning of the session to be a part of orientation cum induction programme of students. Teachers also maintain a proper record of attendance of students. If a student doesn't attend college regularly, her parents are called to know the reason. The counselling cell of the college also asks parents not to push their daughters into early marriage and if that is not possible to at least ensure that their

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Murthal

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CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
No Data Entered/Not Applicable !!!				

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

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

Eco Club of the college regularly motivates and educates students to save energy by switching off fans and lights when they leave the classrooms and labs. Even the student union representatives are roped in to motivate the students.

7.1.3 - Differently abled (Divyangjan) friendliness

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

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participants
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7.1.7 - Initiatives taken by the institution to make the campus eco-friendly (at least five)

1) Discontinuation of plastic spoons disposable plates in college canteen. 2) Discontinuation of water bottles plastic cups for serving of water during college functions. 3) Preparation of 5 pits in college premises for burial of dried leaves of trees planted in college campus. 4) Tree plantation drives in college. 5) Water Harvesting structure in college.

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

1. **Women Empowerment:** The Women cell of the College organises a number of activities, events, lectures and workshops throughout the year to help girl students to realise their full potential and become confident and responsible young adults who are well aware about their rights and are able to raise their voice against unfair social treatment and discrimination against women in Indian cultural milieu. Women Cell Report for the Session 2019-2020: 1) Mehandi competition was held on 2nd August 2019 on account of Hariyali Teej 17 students participated in the competition. 2) Cooking workshop was held from 5th August 2019 to 10th August 2019 by Ms. Monika Garg. Around 57 students participated in this workshop. 3) Conducted workshop on Gender Sensitization Sexual Harassment (two sessions) by Dr. Arch Bhatia, Associate Professor, DAV College, Faridabad on the 19th August 2019 4) 12 days Classical Dance (Kathak) workshop for students from 03'sept'2019 to 16'sept'2019 by Ms Elisha Deep Garg (disciple of Padam Vibhushan Pt. Birju Maharaj) 66 students participated in this workshop one of the students, Simran Ali (B.Com.- 3rd yr) participated in Zonal and Inter Zonal Youth Festival and won First prize in both. 5) Conducted workshop on women and financial literacy (Two Sessions) by Ms. Sonia Bhatia, Assistant Professor DAV College, Faridabad on the 20th sept. 2019. 6) Organised "Poshan Maah" on Personal Hygiene, Health and Nutrition from 28-09-2019 to 30-09-2019. 7) Fine Arts workshop was held from 10th Oct 2019 to 19th Nov. 2019. The students were taught cartooning, collage, rangoli, poster making, painting etc. 38 students participate in this workshop. The girls participated in Zonal and Inter Zonal Youth Festival. 8) Aarohan, The Women Studies and Development Cell of Pt. JLN Govt. College, Faridabad organized Yugantar-Inter College Festival. Our college student Jyoti (B.Sc-2nd year) bagged 1st position Rashmi (BBA-2nd year) 3rd position in Poster Making in this festival. 9) An awareness session was organised under women cell for the college students by ASI Geeta Chauhan along with the team of Durga Shakti today i.e., 04/03/2020. In this session, Ms. Geeta addressed the students and made them aware about the Durga Shakti App started by Haryana government for women's safety. 10) Women cell organized various activities for the college students from 1st March to 8th March, 2020 in lieu of International Women's Day on 08/03/2020. Poster making competition on 02/03/2020. Soft board making competition on 03/03/2020. on 04/03/2020, an awareness session was organized for the college students.

by ASI, Ms. Geeta Chauhan, Mahila Police Thana, Sector 16A, Faridabad along with the team of Durga Shakti. In this session, Ms. Geeta addressed the students and made them aware about the Durga Shakti App started by Haryana Government for women's safety. Our worthy Principal madam Ms. Namarta Sharm also addressed the students mentioning the importance of this app. Around 70 students participated College level marathon of 3 km on 05/03/2020. Around 60 students actively participated in this marat with the full enthusiasm to celebrate womanhood. Mask making, poem recitation and dance competition 06/03/2020. Street play on the topic "violence against women" was also organized. A group of 06 students of BBA I year beautifully executed the play and showed how a majority of women have experienced physical and/or sexual violence once in their lifetime. Women Cell organised a legal awareness camp on the occasion of international womens day 07/03/2020. On this occasion, Advocate Sangeeta Sharma addressed the students regarding their rights, steps they can take against any type harassment in the society and also about the various schemes of DLSA for the girl students. Debate competition on women empowerment on 08/03/2020. 2. Infrastructure Augmentation, Renovation, Repair & Lab Upgradation under RUSA College has witnessed tremendous progress under RUSA. Besides the renovat work of the building etc, the overall face of the college has seen technical upliftment and upgradation. College infrastructure is being upgraded in each and every aspect, the work of developm in the college is being carried out with the help of grant allocated under RUSA. Students are enthusiastic about the new tools and upgradation of the college infrastructure. Various reformativ features which have been added to the college are and will play a definite role to uplift the cause Higher Education by lending it an extra edge to be at par with the changing time which is quite technical and hi-tech. The college has been allocated a sum of Rs. Two crores in a span of four yea 2016-20 in four instalments. 1. The number / strength of the students enrolled in the college have increased many folds since its inception. This required more classrooms and furniture. With the help RUSA grant a teaching block of four rooms has been constructed in the college premises and also th required desks, green boards and lecture stand have been procured through this grant. 2. The institution is quite old, so some of the blocks required renovation and face upliftment. Through RU grant administrative and an old commerce block have been renovated. The old commerce block is one c the oldest blocks and was in bad shape. With help of this grant the whole building has been repaire Broken floors of the classrooms have been repaired. The broken windows and doors of the classrooms h been repaired. Students are happy to attend classes in renovated rooms. The whole building has bee repaired. 3. The outlook of the administrative block has been changed with granite flooring. The seepage in the library and computer lab (administrative block) has been taken care off with this gra The broken doors, windows and wooden almirahs have been repaired and repaired which was very importa as student's record and other essential documents are housed in this block only. 4. The basic necess of better washrooms for the students has been met with this grant. 5. As our is a girls college, considering the security and the safety of the students the boundary wall has been raised and iron b have been placed. 6. The Tourism and Mass Communication departments have been equipped with more

computers, computer tables, chairs and smart teaching devices. This has helped students of these professional course in gaining more practical knowledge and exposure. Students are gradually adopting E-learning techniques and are also using these devices for making Power Point presentations. 7. A building hall which was being used as a dump yard for a long time has been converted into a beautiful multipurpose hall with the help of this grant. The hall is being used for organising various co-curricular activities, recently college hosted its 26th convocation in the hall passed out students very upbeat seeing the development in the college. 8. The Science lab for physics and mathematics practical has been equipped with computers for the benefit of students. 9. The Psychology lab has been equipped with more practical material- psychometric test and other devices, which has helped students in doing extensive practical work. 10. Smart classrooms have been setup faculty members are using the A/V aids for effective teaching. Now students are more keen in attending these classes because lecturers are supported by visuals which makes learning more easy. 11. Professional video camera and audio system for Mass Communication dept. have been procured through this grant. Now students can gain hands on experience of electronic media. 12. Generator online UPS and Offline UPS have been purchased for an uninterrupted power supply which aids in smooth conduct of practical in labs. 13. The library computer labs, and other various Depts. have been equipped with printers. 14. The college has been updated with new tools of communication like digital podium, upgraded computers with online UPS back for uninterrupted power supply. New class rooms have been set up. New furniture: Computer tables, Computer chairs, dual desks and lecture stands have been procured. 15. 200 dual desk, 8 computer chair and tables, 10 lecture stands purchased. 16. 3 Printers have been purchased 17. Renovation of college gate and access road.

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

<http://gcwfaridabad.ac.in/Data?Menu=ROFj+/eyJOLA=&SubMenu=EZMZRwPEnrw=>

7.3 - Institutional Distinctiveness

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

The main priority thrust of the college is infrastructure augmentation, renovation repair and lab upgradation to enhance student learning process. Keeping in view the college needs, grant received under RUSA has been utilized for purchase of equipment for labs, furniture for newly constructed Ar Block, repair maintenance of Old Commerce Block, Completion of Half constructed Multi-purpose Hall increasing the height of College boundary wall, repair of administrative block, construction of two passage sheds etc. The details of the grant utilized in the FY 2019-20 are given below: 2019-20 Received on Amount received Utilized Balance 25.10.2019 20 lac 1409000/- 88725/- Rs. 502275 (Refund

State Rusa Fund Account) Amount of 1409000/- has been given to PWD BR, Faridabad via check no.97385 for repair.

Provide the weblink of the institution

<http://gcwfaridabad.ac.in/Data?Menu=ROFj+/eyOLA=&SubMenu=EZMZRWPEnrw=>

8.Future Plans of Actions for Next Academic Year

- Smooth online admission of students for the new academic session of 2020-21.
- Strict adherence to SOPs issued by UGC and Department of Higher Education for opening of colleges in view of COVID 19.
- Uploading of college prospectus on college website.
- Organisation of extra-curricular activities for students in online mode(webinars, symposiums etc.)
- Continuous interaction with students via mentor-mentee groups.
- Proposal for starting a Day Care Centre, construction of a Hygiene Complex and maintenance of college landscape under CSR Act 2013.
- Disposal of e-waste as per government norms.
- Upgradation and renovation of College Library.
- Complete automation of all library books.
- To procure British Council Digital Library membership.
- To register at National Digital Library of India.
- Setting up of Media Studio to impart practical training and information related to TV Radio Program Production to the students of Journalism Mass Communication