



## YEARLY STATUS REPORT - 2022-2023

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	GOVERNMENT COLLEGE FOR WOMEN FARIDABAD
• Name of the Head of the institution	Dr. Narender Kumar
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01294074616
• Mobile No:	9868840257
• Registered e-mail	principalgcwfbfd@gmail.com
• Alternate e-mail	gcwfaridabadinformation@gmail.com
• Address	sector 16 A
• City/Town	Faridabad
• State/UT	Faridabad
• Pin Code	121002
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Women
• Location	Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	MAHARSHI DAYANAND UNIVERSITY				
• Name of the IQAC Coordinator	MAHARSHI DAYANAND UNIVERSITY				
• Phone No.	01292284616				
• Alternate phone No.	9868840257				
• Mobile	01294074616				
• IQAC e-mail address	principalgcwfbd@gmail.com				
• Alternate e-mail address	gcwfaridabadinformation@gmail.com				
<b>3. Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://gcwfaridabad.ac.in/QuickLinks?ID=BFcJrpmMV3E=">https://gcwfaridabad.ac.in/QuickLinks?ID=BFcJrpmMV3E=</a>				
<b>4. Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://gcwfaridabad.ac.in/Admin/UpdateQuickLinks">http://gcwfaridabad.ac.in/Admin/UpdateQuickLinks</a>				
<b>5. Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B	2.49	2015	01/05/2015	30/04/2020
Cycle 1	C++	65.20	2003	21/03/2003	21/03/2008
<b>6. Date of Establishment of IQAC</b>	31/05/2009				
<b>7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	Yes				
• Upload latest notification of formation of IQAC	<a href="#">View File</a>				

<b>9.No. of IQAC meetings held during the year</b>	<b>4</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>No</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>1) The college prepared a detailed Institutional Development Plan.  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. 4) Institution Website - IQAC ensured that a proper record is maintained of all the activities and events in the college on the website along with time table and lesson plans of the faculty. 5) Two new courses BCA and M.Com approved by DHE from the current session.</p>		
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>		
Plan of Action	Achievements/Outcomes	
<p>To organize Orientation Programme for new students after completion of admission process. To ensure maximum enrollment of students in Science and Tourism courses in the new session. To start new courses BCA and M.Com from the next session.</p>	<p>Orientation Programme for new students was organized on 16th September 2022.Significant improvement in enrollment of students in Science and Tourism courses.2 new courses BCA and M.Com approved by DHE from the current session.</p>	

<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>				
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>					
<table border="1"> <thead> <tr> <th>Name</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td><b>IQAC</b></td> <td><b>20/01/2023</b></td> </tr> </tbody> </table>		Name	Date of meeting(s)	<b>IQAC</b>	<b>20/01/2023</b>
Name	Date of meeting(s)				
<b>IQAC</b>	<b>20/01/2023</b>				
<b>14. Whether institutional data submitted to AISHE</b>					
<table border="1"> <thead> <tr> <th>Year</th> <th>Date of Submission</th> </tr> </thead> <tbody> <tr> <td><b>2022-2023</b></td> <td><b>29/02/2024</b></td> </tr> </tbody> </table>		Year	Date of Submission	<b>2022-2023</b>	<b>29/02/2024</b>
Year	Date of Submission				
<b>2022-2023</b>	<b>29/02/2024</b>				
<b>15. Multidisciplinary / interdisciplinary</b>					
GCW Faridabad is affiliated to MDU Rohtak . The university has not rolled out NEP for its affiliated colleges.					
<b>16. Academic bank of credits (ABC):</b>					
GCW Faridabad is affiliated to MDU Rohtak . The university has not rolled out NEP for its affiliated colleges.					
<b>17. Skill development:</b>					
GCW Faridabad is affiliated to MDU Rohtak . The university has not rolled out NEP for its affiliated colleges.					
<b>18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b>					
GCW Faridabad is affiliated to MDU Rohtak . The university has not rolled out NEP for its affiliated colleges.					
<b>19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):</b>					
GCW Faridabad is affiliated to MDU Rohtak . The university has not rolled out NEP for its affiliated colleges.					
<b>20. Distance education/online education:</b>					
GCW Faridabad is affiliated to MDU Rohtak . The university has not rolled out NEP for its affiliated colleges.					
<b>Extended Profile</b>					
<b>1. Programme</b>					

1.1	8
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1	1762
Number of students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.2	361
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.3	510
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	37
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	50
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	42
4.2 Total expenditure excluding salary during the year (INR in lakhs)	1687811
4.3 Total number of computers on campus for academic purposes	201

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

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 as 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 follows the academic calendar of the university by which the college is affiliated and it is uploaded on the college website too. At the end of each semester, teachers submit internal assessment marks in accordance with the guidelines issued by the university & conducts 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.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The college adheres to academic calendar provided by Maharishi Dayanand University, Rohtak. Based on this Academic calendar, the college prepares the Calendar of Events which includes the dates of commencement, completion of syllabus, schedule of class tests, Working days, teaching days, internal marks submission, seminars, guest lectures, workshops, industrial visits, holidays, dates of semester end examination etc. As per the Academic calendar and guidelines of the University, Timetable is prepared by respective Heads of the departments after consultation with faculty. Time table is then circulated to all the faculty members and students before commencement of the semester. Timetable is uploaded on website of the college. Internal Assessments are conducted as per the calendar of events. For implementation of Internal Assessment Process, Examination committee is formed at college level which monitors overall internal assessment process and the same assessment is uploaded on MDU Internal Assessment Portal.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	Nil

**1.1.3 - Teachers of the Institution participate in D. Any 1 of the above following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.**  
**Academic council/BoS of Affiliating University**  
**Setting of question papers for UG/PG programs**  
**Design and Development of Curriculum for Add on/ certificate/ Diploma**

## Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

### 1.2 - Academic Flexibility

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

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

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

01

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	No File Uploaded

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

268



**1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year**

268

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

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

Besides classroom teaching the college organizes number of cocurricular activities so as to widen the mental horizon of students and to inculcate values and ethics among them. The focus is on holistic development of students that goes beyond classroom teaching. The college through its various cells, clubs and committees conducts a lot of activities throughout the academic year. These programmes help students to inculcate universal, moral and social values, sensitivity towards gender issues and environmental consciousness.

1. Organization of workshops and lectures on relevant social issues like gender discrimination, domestic violence, female foeticide, sexual harassment, property rights of women, divorce and its legal implications etc.
2. Celebration of Women's Day
3. Environmental awareness through webinars, online quiz contests, lectures, tree plantation by Eco Club and NSS, field work under environmental studies.
4. Dignity of Labour taught to the students through one day camps and one seven day camp organized by NSS.
5. Community outreach through participation in social campaigns and other social welfare programmes
6. Value education and mental health workshops.
7. Handbook of Ethics and Code of Conduct uploaded in the College website and also enunciated by the Principal during Students' Orientation
8. Programmes on professional ethics and value education conducted by the BBA Department
9. Observance of Earth Day and World Environment Day.
10. Upholding values of multiculturalism, egalitarianism, diversity and gender empowerment through functions like the Annual Programme, Independence and Republic Day celebrations as well as through the activities of various clubs and societies, poster competitions and presentations

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

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

02

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	No File Uploaded

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

02

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the **D. Any 1 of the above**

**syllabus and its transaction at the institution  
from the following stakeholders Students  
Teachers Employers Alumni**

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	<a href="#">View File</a>

**1.4.2 - Feedback process of the Institution may be classified as follows**      **C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	Nil

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

2092

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

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

357

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

Institution identifies the slow and advance learners on the basis of their performances in Senior Secondary Exam, class tests/assignments etc. and semester exams conducted by the university at the beginning of each academic year.

For Slow Learners:

- Mentor-Mentee list is published on the notice board every year. The respective Mentors have one to one interaction with their mentees and counsels them on the academic, health as well as stress related issues.
- The faculty organizes lectures in which the focus is on laying the subject foundation to overcome the leap from school to college.
- Remedial classes are also organized to improve the student performances, in which solved past question papers are also discussed along with doubts.
- Based on their performance in class tests, participation in extracurricular activities, the knowledge gaps are identified and the students are then mentored accordingly.

For Advanced Learners:

- Students are encouraged to get the university ranks by giving special guidance on how to solve the paper on time.
- Special guidance is given to participate in State/ National/ International level Seminars/ Competitions.
- Placement cell of the college gives the guidance to students to excel in the Competitive / Entrance exams like UPSC, GRE, TOFEL, etc.
- They are also encouraged to contribute in various societies of the college.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
1762	37

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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

Student centric teaching methods are adopted for effective communication of the subject knowledge to the students. The following are the highlights adopted:

- The students participate in various academic, co-curricular and learning programs.
- With the introduction of SMART CLASSROOMS, the college encourages the use of LCD projectors by the faculty as well as students. Through technology, students are better informed and educated.
- Students are engaged in practical work by the faculty members in various practical subjects offered in the college. With the help of faculty and qualified technical staff, they are taught to practically check the concepts learnt by them. Student creativity is nurtured through preparation of models, projects, assignments etc.
- To inculcate participative learning, students are given group assignments and projects also to encourage peer learning and team building.
- Departments organize various activities throughout the course of study as a part of routine teaching learning program. Students learn and practice problem solving methodologies through these activities which become helpful for them in all situations of life.
- The College inculcates community service through various

activities under NSS and EBSB.

- Monetary help is also provided to students via scholarships for study expense by the dedicated SC-BC Scholarship Committee in the college.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://gcwfaridabad.ac.in/images/21/MultipleFiles/File25673.pdf">http://gcwfaridabad.ac.in/images/21/MultipleFiles/File25673.pdf</a>

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

The institution believes in allowing faculty members to have the freedom to decide what teaching strategies and tools they wish to use for course delivery. The diversity of the student body in terms of their educational background and experiences makes it necessary to implement innovative teaching strategies to enhance student-centric learning. The institution has made conscious efforts in this direction.

- The Faculty members ensure learning productivity through various teaching pedagogies. Practical understanding is given great importance along with theoretical knowledge. The College adopts innovative technology for teaching and learning.
- All courses use the interactive lecture methods along with discussions, tutorials, assignments, project-writing etc.
- The faculty members use ICT tools in smart classrooms for teaching.
- Teachers also use models, Power Point Presentations etc. for teaching.
- The college has computer lab and language lab with internal LAN.
- Faculty members' work towards bringing innovation to the classroom through peer teaching, class discussions, presentations, projects etc. This inclusive participation helps the slow learners to gain knowledge and confidence.
- Faculty members involve students in project based learning where students indulge in surveys and experiments.
- The institution encourages teachers to attend training programmes, workshops, seminars and conferences related to the ICT use or innovation in teaching-learning.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="http://gcwfaridabad.ac.in/images/21/MultipleFiles/File25676.pdf">http://gcwfaridabad.ac.in/images/21/MultipleFiles/File25676.pdf</a>

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

#### 2.3.3.1 - Number of mentors

35

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

37

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

11

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

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

#### 2.4.3.1 - Total experience of full-time teachers

222

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

- Internal assessment in institute is transparent, flexible and robust.
- The institute follows the regulations of Maharshi Dayanand University for the internal evaluation process of all the subjects. This process has been conveyed to students during the orientation program at the beginning of the academic year. College website link is also provided to the students during the Orientation Programme.
- Assessment of students is made through class tests, assignments submissions, class presentations, workshops, debates, responsiveness in the class, involvement in projects etc.
- The tests are conducted internally; subject wise for more than 2 times as to give fare chance to the absentees due to permissible circumstances and bring students under uniform internal evaluation system.
- The assignments and project topics are given on the basis of



student's capacity and to bring out the best as per their intellectual competence.

- An additional assignment or a retest is also organized for those students who have had a genuine reason for not attending the examination such as; students participating in NSS, sports etc.
- Slow learners are permitted to improve their marks by redoing the experiment/ project/ assignment / tests, if they have scored low.
- The process of internal evaluation starts at the classroom level.
- Subject teachers evaluate the class tests answer scripts and return them to the students with the counseling classes on how to improve the answers.

Students with the revaluation request or any dispute in the results are guided by the Exam Committee to approach the University Examination Branch.

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

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

- MDU announces the exam dates in its calendar of events on the university portal. If there are any changes, the same is notified on the University website.
- The college Exam committee regularly checks the University portal and announces the notification on Exam Notice boards for student's information.
- Student's names are registered and enrolled in the portal whenever it is open and asked for the exam registration.
- University issues the Hall-tickets which is conveyed to the students and stakeholders by displaying it on notice board.
- Exam Committee and the respective program heads issue the Hall ticket after verifying the student's eligibility as per the university guidelines.
- In case of any error in hall tickets, exam committee clarifies the issue after consulting the university Registrar.
- During the Exam, Exam Committee is responsible for the peaceful exam process; hence the university appoints exam squads for the same.

- MDU examination results are announced after the valuation and the results are uploaded on the website. After the announcement of results from University, the examination committee verifies each candidate's result, course wise /subject wise.
- In case of result related grievances of students, they are guided by the Exam Committee to approach the University Examination Branch.

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

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The college offers seven Undergraduate courses in BA, B.Com, BBA, B.SC, BTM, BCA, BAJMC and one Postgraduate course in MCom streams. The Programme outcomes, Programme specific outcomes and course outcomes are not clearly mentioned in the syllabus of affiliated University but the institution has deduced the same for the purpose of its relevance. These are communicated to students and teachers in the following manner:

- Institution conveys its vision, mission, objectives, programme outcomes and course outcomes to first year under graduates during the College and Departmental level orientation programme at the beginning of the academic session.
- The students are also informed about the relevance and significance of the learning outcomes through tutorial groups and mentoring groups.
- IQAC oversees the quality improvement program for each department.
- The College encourages faculties to attend Workshops, Seminars, Refresher courses and conferences so that their interaction with experts from the universities as well as professional fields helps make their teaching more relevant.
- At the beginning of every unit teachers articulate on the learning outcomes and programme outcomes which make the teaching learning process more fruitful as students are aware of the relevance of the topic in their pursuit of knowledge.

- An indirect assessment of the fulfillment of these outcomes is done by the teachers after every class test/ assignments/ Presentations to ascertain if they have been able to do what was intended when they admitted to the course.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

The course outcomes and programme outcomes are recognized by the concerned accrediting agency at the National level. The educational institutions inculcate certain potentials among the students before this process. It facilitates the students in optimum exploitation of the resources for the attainment of their desired curricular and co-curricular goals.

The objectives of the course mentioned in the syllabus of the affiliated University help in identifying the course outcomes by the institution. The students are able to attain the capacity building strategies for effective communication skills and comprehend the desired objectives. The learning and practice of various courses offered by the institutions empower the students to engage in lifelong learning with persistent critical perspective.

The concepts of various courses enhance the comprehensive understanding of the students and pragmatically relate it to their physical as well as social ecologies.

The institution evaluates and assesses the potentials of the advanced as well as slow learners to improve their levels of academic attainments.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil

### 2.6.3 - Pass percentage of Students during the year

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

277

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="http://gcwfaridabad.ac.in/images/21/MultipleFiles/File25678.pdf">http://gcwfaridabad.ac.in/images/21/MultipleFiles/File25678.pdf</a>

### 2.7 - Student Satisfaction Survey

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

<http://gcwfaridabad.ac.in/images/21/MultipleFiles/File25677.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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

NIL

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

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

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

Nil

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

### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

#### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

11

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

## 3.2 - Research Publications and Awards

### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during

the year

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

08

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

#### 3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

NIL

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

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

GCW Faridabad has a very active Red Cross unit, Women Cell, Legal Literacy Cell and NSS unit which organizes many outreach programmes to engage its students by involving them in community work through NSS camps, awareness rallies, blood donation camp, health check up camp, nutrition month, Legal literacy awareness lectures et cetera to ensure holistic development of students and to make them sensitive and well informed future citizens. The notable achievement during the session was organizing of Inter District Level Competition under Students Legal Literacy Mission in the month of April to make students aware on the topics like - Human Rights, Fundamental Duties, Rights of Disabled Persons, Rights of Destitute Women & Children, Drug de-addiction, Femal Foeticide, Hygiene and General Awareness, Protection of Women from Domestic Violence, Dowry Prohibition, Sexual Harassment, RTI, Right to education, Child Marriage, Ragging, Right to Senior Citizens etc.

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

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

#### 3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

NIL

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

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

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

06

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

### 3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

#### 3.3.4.1 - Total number of Students participating in extension activities conducted in

**collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

888

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

NIL

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

**3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year**

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

NIL

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



## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The College is armed with adequate ICT infrastructure to facilitate teaching -learning activity for its stakeholders. The campus is digitally well equipped for effective classroom delivery, focused information sharing and knowledge assimilation. The Seminar Hall of the college is equipped with digital podium having PLUG and PLAY facility to give enriching learning experience to stakeholders during guest lectures, seminars and student club/Forum activities etc. Every Department maintains sufficient digital content for repetitive use for students and faculty such as Lesson Plan, Question Banks and Question Papers, Case Studies, Project Reports, Paper publications etc. The college has established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. The provided support facilities /infrastructure, need proper maintenance for uninterrupted. and smooth functioning, so a need for constant policy making is required. Timely up gradation, replenishment, repair and replacement of resources is a continuous process. The College has spacious and furnished 7 Smart Classrooms, 5 Projectors with screens and 13 Laboratories ( 03 Computer Labs, 02 Physics Labs, 02 Chemistry Labs, 01 Language Lab, 01 Geography Lab, 01 Psychology Lab, 01 Home Science Lab, 01 Media Lab & 01 Math Lab. Wi-Fi facility is available in Library for the students

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

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 game like volleyball, basketball, badminton etc. There is a badminton court and basketball court in the campus. Annual Athletic Meet is organised to encourage girl 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.

Ullahas a cultural activity was celebrated in college in which various items such as Dance, Singing, poetry and various competition was organised and students participated with full enthusiasm. Urvashi Bhardwaj and Anjali Dayal got First and Second position respectively in Inter College Boxing Tournament held at Sports Complex MDU Rohtak from 27/10/2022 to 28/10/2022.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

12

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

12

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

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

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

1687811

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

The College library is partially automated by using 'SOUL' software. Besides, classification of books has been done by using DDC (Dewey Decimal Classification). Pasting of book plates, book pockets and due date slips has been done in all the books of the Library. Pasting of spine labels has been done and shelving of books by following the shelving norms, that is left to right has been done. Library is fully air conditioned.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

#### 4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-

**journals during the year (INR in Lakhs)**

193615

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

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)****4.2.4.1 - Number of teachers and students using library per day over last one year**

101

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	No File Uploaded

**4.3 - IT Infrastructure****4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The College has well equipped Computer Labs: UG Lab, PG (M.Com) Lab and Computer Education (Literacy) Lab. There is internet facility in many departments. There are 7 Smart Classrooms and 5 labs with projector. Lab augmentation grant received annually by the Computer Science labs is used to update infrastructure on a regular basis. In Computer laboratories, all the PC's are connected via LAN to provide the internet facility. There are printers, scanners and photocopier machines too in the college. There are 201 computers for students. The English Language lab of the college is well versed with english learning softwares and a smart tv to educate and to inculcate the best communicative strategies

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**4.3.2 - Number of Computers**

201

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

**4.3.3 - Bandwidth of internet connection in the Institution E. < 5MBPS**

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

**4.4 - Maintenance of Campus Infrastructure****4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

1687811

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The College follows a systematic approach for maintaining and utilizing physical, academic and support facilities to enhance teaching-learning experience. The Principal in consultation with the Infrastructure maintenance/ building committee, Computer Lab and ICT

equipments maintenance committee, Electricity committee and Sanitation committee takes a proactive approach relating to the maintenance of infrastructure of the college. Annual stock verification of lab equipments is undertaken by the Heads of the Departments where practicals are taught.

Various facilities available in college campus are as follows: Classrooms, Laboratories, Smart Classrooms, 1 fully air-conditioned Multi-purpose Hall with 250 seating capacity and 1 air-conditioned Seminar Hall with 100 seating capacity.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

350

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

nil

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

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

C. 2 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

500

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

500

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

**A. All of the above**

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

## **5.2 - Student Progression**

### **5.2.1 - Number of placement of outgoing students during the year**

#### **5.2.1.1 - Number of outgoing students placed during the year**

**23**

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

#### **5.2.2.1 - Number of outgoing student progression to higher education**

**38**



File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

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

00

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities**

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

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

02

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

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

The college firmly believes in giving an opportunity to its students to practice and understand democratic functioning. College has an active student council which is primarily framed for having student representation in Academic and Administrative activities. CR's from each class are nominated. The student council which mainly comprises of NSS volunteers, Earn While You Learn scheme volunteers and Red Cross volunteers is very active and works along with the staff especially during events and functions such as Convocation, Prize Distribution function, Seminars, Blood Donation Camps, Health Check up Camps, NSS Programmes etc. The Mentor-mentee groups also provide a platform to the students to air their opinion with regard to the betterment of the college.

File Description	Documents
Paste link for additional information	<a href="http://gcwfaridabad.ac.in/Data?Menu=BFcJrpmMV3E=&amp;SubMenu=r9dAHG4nRSo=">http://gcwfaridabad.ac.in/Data?Menu=BFcJrpmMV3E=&amp;SubMenu=r9dAHG4nRSo=</a>
Upload any additional information	No File Uploaded

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

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

13

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

**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

Government College for Women, Faridabad has always strived to make their students not just a degree holder but a 'Citizen of the World', who have been inculcated with teachings of the Gurus with modern adaptability to give something back to the Society and especially their Alma Mater. The College cherishes such Alumni and there are many more in the line to make the College proud. The institute has a registered alumni association. Our shining stars have made their names in the fields pursued by them and have carried forward the values and knowledge imbibed from the institution which is well reflected in their words for their Alma Mater. The branches may grow and outreach but can never be separated from the roots, they are connected to Alma Mater. The Alumni Association strives hard to establish a mutually meaningful connectivity between the two. Through participation in all important College events, providing suggestions/ feedback, and by attending the reunions, the old students promote feeling of fraternity among themselves and carry forward the positive image of the College in the society.

File Description	Documents
Paste link for additional information	<a href="http://gcwfaridabad.ac.in/AlumniRegistration">http://gcwfaridabad.ac.in/AlumniRegistration</a>
Upload any additional information	<a href="#">View File</a>

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

The leadership of the college strives to maintain an open and interactive environment to fulfill the mission and vision of the institution. In the true spirits of the college motto 'No Deliverance without Knowledge' it has been our consistent effort to focus our attention on the all-round development of the personality

of our young budding students. "To strive, to seek, to find and not to yield" has been the undeclared motto of this college. Mission:-

- To create academically conducive environment in college.
- To promote goodwill and congeniality among students.
- To inspire them to respect human life and environment.
- To empower them to discriminate between the right and the wrong.
- To motivate them to fight social evils with courage, conviction and compassion.

Vision :-

- Building such skills among students as will enable them to become financially independent women.
- Making them rise above the three Cs-Caste, Color & Creed and work for establishing social peace and harmony.
- Developing their personality in a way that they become good human beings- confident and responsible citizens of the world.

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

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

The college follows a participatory mode of management with all stakeholder participating activity. The Principal in consultation with the College Council which comprises of 5 senior most faculty members 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 Placement Cell activity organises pre-placement workshops & extension lectures for ensuring maximum placement of students through job fairs . The Admission Committee ensures smooth online and physical counselling 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 , Legal Literacy Cell, Youth Festival Committee, the Eco Club & the Red Cross. Additionally, the teaching staff organise a plethora of activities in their respective Departments by organising talks of subject experts & college level competitions like science exhibition, mehandi 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.

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

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college conducts an extensive strategic planning process in accordance with the vision, mission and objectives of the college. The College provides a state of the art infrastructure that gives the students excellent learning opportunity . The Lecture Halls and seminar hall are well ventilated and spacious, augmented with Integrated Audio-Visual teaching aids. Multipurpose hall and seminar hall with seating capacity of over 1000 act as a common ground for students, faculty and guest speakers of various fields for regular interfaces, conferences and other events. The institution is having an air-conditioned library with a seating capacity of about 100 students. The Departments are spacious and are well equipped. The institution is fully under the CCTV surveillance. The institution have installed various RO systems to provide pure water to the students. Infrastructure Facilities includes Smart classrooms, Seminar halls with ICT facilities, LCD projectors, LED Digital Board for displaying the events and academic activities of the College, library with a stock of 13169 barcoded books with SOUL (3.0) Software with membership of online e-journals such as N-List, NDLI and Z- Library and Power Backup with Generator. Laboratories: There are various department labs: Chemistry Labs Commerce Lab Computer Labs English Language Lab Geography Labs Home Science Labs Maths Lab Music Labs Physical Education Lab Physics Labs Psychology Lab

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The college functions following the guidelines of MD University Rohtak to which it is affiliated and department of Higher Education, Haryana. The Principal is the head of the Institution who is assisted by the IQAC, College Council, Heads of Department, teaching and non teaching staff. Regular council and staff meetings are held. The hierarchical order followed ensures internal coordination and harmony among the constituent units of the college. Functions of various bodies: The College has numerous committees, cells and clubs to focus on the specific indicators and spheres of the college. Service Rules: The Institution strictly follows the service rules according to the norms established by Department of Higher Education, Haryana, Maharshi Dayanand University, Rohtak, UGC and Haryana Government Service Rules. Recruitment: Recruitment takes place strictly in accordance with the established norms of Department of Higher Education, Haryana, UGC, Maharshi Dayanand University, Rohtak. Promotional Policies: As per the norms of Department of Higher Education, Haryana, UGC, Maharshi Dayanand University, Rohtak in accordance with the qualification, professional experience and performance appraisal. Grievance Redressal Mechanism: The college has its internal grievance redressal committee for the staff and students.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="http://gcwfaridabad.ac.in/Home#">http://gcwfaridabad.ac.in/Home#</a>
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

### 6.3 - Faculty Empowerment Strategies

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

The college has been following a numbers of staff welfare measures on which sufficient resources are spent.

The following facilities are available for the benefit of the teaching and non-teaching staff. .

- Pension benefit to employees appointed prior to 2006 on retirement. Employees appointed after 2006 are covered under New Pension Scheme.
- Medical Reimbursement facility is available to the staff as per the Haryana Civil Service Rules, 2016.
- Leaves to teaching and non- teaching staff are given as per the guidelines of Maharshi Dayanand University, Rohtak and Department of Higher Education.
- Children Education Allowance is available to the staff members.
- Sports activities for staff.
- Medical care facilities.
- Safe and secure parking facility
- Female staff is given the benefit of maternity leave for a period of six months and male staff can avail a paternity leave for a period of 15 days.
- Study leave for Ph.D.work, duty leave for attending conferences and seminars.
- Facility for computer and internet.
- Power backup.
- Safe drinking water through RO plant.
- Appreciation and recognition for high performers in curriculum delivery and other related activities of the college.
- Tea and snacks kiosk

- Farewell functions and warm send off for the retiring staff.
- For employees, health check up including Eye, Dental, BP, Sugar etc. is conducted regularly.
- Provision of Provident Fund for A Fund Employees.
- Facility of Leave Travel Concession is available to both teaching and non-teaching staff.

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

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

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

0

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

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

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

0



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

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

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

8

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

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

As per the UGC guidelines, the Department of Higher Education, Haryana has introduced Performance Appraisal System for teaching and non-teaching staff in the Govt Colleges of the state.

**For Teaching Staff:**

As per the UGC guidelines, each faculty member has to fill a detailed Self-Appraisal Proforma constructed in accordance with API guidelines. On this basis, the Annual Confidential Report of every faculty member is prepared which is reviewed by the Principal. This report is based on certain significant criteria like the academic performance in terms of results, administrative functioning, and commitment to perform duty, research work undertaken, extra-curricular activities, innovation and resourcefulness.

**For Non-Teaching Staff:**

All the non-teaching employees are required to fill the selfappraisal forms and their Annual Confidential Report is reviewed by the Principal. Its major purpose is to assess the performance of the employees in terms of duties undertaken by the employee, timely submission of planned work, proficiency in work and other traits such as, communication skills, analytical ability.

Non-teaching faculty are also assessed based on attitude towards public, co-workers, staff/student relation, job performance, proactiveness, behavior towards supervisor.

All the administrative activities and pertinent information concerning the non-teaching staff are recorded systematically in their respective service books.

Performance appraisal is based on the competence, attainment and quality of the work performed.

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

**6.4 - Financial Management and Resource Mobilization**

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

The internal audit is the part of the institution and carried out on regular basis by the Principal of 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.

An extensive Academic and Administrative Audit was carried out on 18th May by the college as per instructions of the Department of Higher Education that comprised of Dean Academic Affairs Nominee from the university, External expert from NAAC A+ accredited Aided college, Industry expert and 2 internal members - Principal and IQAC Co-ordinator. The Audit report has already been submitted to the University and Department for further perusal.

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

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

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

Nil

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

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

College has a proper system for effective and optimal utilization of available financial resources. The key decisions related to finance and related matters are taken by Bursar, who constantly monitor and encourage the proper utilization of allocated funds. As per the Higher Education Department of Haryana, Funds are allocated in different strata like EWYL, Material, and Supply, Lab Up-Gradation, Sports Grant. NSS Grant, Women Cell, Counseling and Placement Cell for optimum utilization. The procedure for purchasing materials, first of all, a survey of the market is conducted, then quotations are invited from different suppliers and rates are compared. Finally, the lowest possible rate with the best quality material is selected. The mode of payment is done either by cheque or by internet banking. Under the scheme of 'Earn While You Learn' run by Haryana Govt. hard-working meritorious and poor students are selected from various streams to provide their services in Labs, Library and office for which they are paid accordingly at an hourly rate. Various Labs like Science, Geography, Psychology, Computer Science, and English are upgraded every year with modern equipment. Under sports grant, sports equipment are purchased and annual athletic meet of college is also organized. Blood Donation and Health Check up Camps are organized from the grant of Red Cross, NSS and Women Cell.

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

### 6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell has the objective of developing a system for conscious, consistent and catalytic action in order to enhance the academic and administrative functioning and performance of the college in accordance with NAAC guidelines. It promotes mechanisms and strategies that are necessary for quality enhancement through internalization of quality culture. IQAC has contributed significantly through adopting certain quality assurance strategies and processes.

The College is committed towards fostering academic excellence and consistent efforts are made towards maintaining academic quality through a number of initiatives.

- The faculty actively participates in various conferences and seminars at regional, national and international levels.
- The faculty is also encouraged to participate in various faculty development programs like orientation courses, refresher courses, short-term courses, etc. with the aim of improving their skills.
- The teaching faculty engages in quality research work which can be ascertained from the fair number of their research papers published in credible journals. The faculty members also have a good number of books and edited works published on the basis of their research work and specializations in their respective fields.

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

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

The quality of teacher is reviewed through a self-performance appraisal method. Intensive faculty development are activities initiated. The second component in TLP - the students, for them various methodologies used for holistic development of the learner through student support activities. Different processes involved are- sensitization of students' social issues through different

committees-women empowerment, sexual harassment elimination, placement activities, IPR orientation. The course outcomes and program outcomes attainment measurement mechanisms are frequently reviewed. The learning outcome of the program and target level of attainment are defined well in advance.

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

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

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

Government College for Women, Faridabad organises a number of activities and takes steps to ensure gender equity and women empowerment. The College has following very active committees and clubs to promote women empowerment: Anti Sexual harassment committee, internal complaint committee, Placement Cell, Counselling

cell, Legal Literacy Cell, Women Cell and NSS unit.

- Women cell organised interactive session on "Cyber Crime and Sextortion against Women' with Faridabad Police.
- A 7 days NSS camp organised in March in Ajrondevillage.
- Placement cell organised a series of lectures and workshops on personality development to ensure students are well skilled for job placements.
- Legal Literacy Cell organized Slogan writing and On the spot Painting Competition on the themes "Acid Attack, Human Rights, Female Foeticide and Constitutional Values" 7th Nov, 2022.
- A PCR van of Haryana Police 'Durga Shakti" with lady constables is permanently stationed inside the college campus.
- College campus has a guard room near the gate, CCTV cameras are installed within the campus.
- Identity Cards are issued to all the students and they are instructed to wear them when inside the college to ensure that no outsider can enter the campus.
- Staff assigned Proctorial Duties to monitor the activities of the students in the college campus.

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

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

**D. Any 1 of the above**

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

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

Campus Beautification Committee, Eco Club and NSS unit of the college work tirelessly to keep the campus clean by placing dustbins at key points. The MCF vehicle visits the campus regularly to collect garbage. The students are discouraged from using polythene bags. Plantation drives are regularly taken up to maintain the green cover of the campus. The students of Home Science Department reuse and recycle discarded solid waste like bottles, paper, vase etc and convert them into decorative items. The college has proper sewage system and the sanitation committee ensures that leakage of drain pipes is immediately addressed to. Sanitary waste like sanitary pads are properly disposed off by students by wrapping them securely in newspapers etc and a constant awareness campaign is run by the women cell, NSS unit and Red Cross club to spread awareness among the students. E-waste management is done by writing off electronic items as per the guidelines of the state government. Refilling of cartridges of printers is ensured. Computer labs maintain the desktops, ups, cpu etc by undertaking regular repair of faulty items.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus** D. Any 1 of the above



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

### 7.1.5 - Green campus initiatives include

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

C. Any 2 of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded

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

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

D. Any 1 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment

C. Any 2 of the above

**with ramps/lifts for easy access to classrooms.  
Disabled-friendly washrooms Signage  
including tactile path, lights, display boards  
and signposts Assistive technology and  
facilities for persons with disabilities  
(Divyangjan) accessible website, screen-  
reading software, mechanized equipment 5.  
Provision for enquiry and information :  
Human assistance, reader, scribe, soft copies of  
reading material, screen reading**

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

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

The young minds are nurtured through a number of academic and co-curricular activities by the institution to adopt and imbibe these values so that they develop the spirit of brotherhood irrespective of religious, linguistic, regional and socio-economic diversities. The NSS unit, Legal Literacy Cell and Electoral Club of the college organises various programmes, events and activities to commemorate Republic Day, Independence Day, Constitution day, National Voter's Day etc. for promotion of universal values (truth, righteous conduct, love, non-violence and peace), fundamental rights and duties and responsibilities as a citizen among the students as well as employees.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

The College makes concerted efforts to sensitize students about constitutional obligations to help promote a spirit of patriotism and secularism in them. Republic Day is celebrated with great enthusiasm on 26th January every year. The Constitution Day is celebrated on an annual basis by the Electoral Club and NSS unit. Importance of the Constitution is explained to the students, the immense contribution of the architect of the Constitution, Dr. B.R. Ambedkar is discussed, the Preamble of the Constitution is read and an oath is taken by all to maintain the sanctity of the Constitution. National Voter's Day is celebrated in the college every year since 2011 on 25th January to mark the foundation day of the Election Commission of India that was established on this day in the year 1950. A pledge is taken by the students and the staff that they will exercise their voting rights in every election. The Club also distributes Form 6 for Voter ID Cards among students and organises a series of activities, lectures, awareness rallies for the students to emphasize the importance of electoral process and ethical voting. Thus, the institution promotes constitutional values and nationalistic fervour among its students and the staff.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**D. Any 1 of the above**

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

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

The college organises various programmes to commemorate Republic Day, Independence Day, Constitution day, National Voter's Day etc. for promotion of universal values, fundamental rights and duties among the students as well as festivals like Lohri, Diwali and Holi too are celebrated. The annual celebrations fill them with patriotic feelings, respect towards the freedom fighters and the National Flag. Similarly, Republic Day too is celebrated with great enthusiasm on 26th January every year by the college. The Constitution Day, also known as Samvidhan Diwas is celebrated on an annual basis by the Electoral Club and NSS unit of the College. The importance of the Constitution is explained to the students, the immense contribution of the architect of the Constitution, Dr.B.R. Ambedkar is discussed, the Preamble of the Constitution is read and an oath is taken by all to maintain the sanctity of the Constitution. National Voter's Day is celebrated in the college every year since 2011 on 25th January to mark the foundation day of the Election Commission of India that was established on this day in the year 1950. A pledge is taken by the students and the staff that they will exercise their voting rights in every election.

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

## 7.2 - Best Practices

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

**Women Empowerment :**

1) Women Cell, in collaboration with Home-Science Department, organized seminar on the topics "Pradhan Mantri Matru Vandana Yojna (PMMVY)" and "Feminine health and hygiene" on 07/09/2022 under the celebration of Rashtriya Poshan Maah, 2022.

2) Women Cell, in collaboration with Faculty of Science, organized Slogan Writing and Poster Making Competitions on 17/09/2022 for the college students to celebrate the contribution of Indian women in the field of Science and Technology.

3) 4 days Stitching Workshop (06/10/2022 to 10/10/2022)

4) Health talk by Dietician Ms. Ankita Agrawal on "Lifestyle Management and Diet Counseling"

3) Interactive session by trainers Razia and Tanu Priya from Breakthrough NGO on women safety.

4) 15 days "Fine Arts Workshop" (02/11/2022 to 21/11/2021)

5) Women Cell and Red Cross organized the Extension Lectures on "Menstrual Hygiene" and "Urogenital Infection in Young Females" on 30/11/2022)

**2. Placement of Students:**

1) Placement cell organized an outreach session on 27th September, 2022 for students of the college. Event was conducted by Mr., Anurag Pandey, Head of Incubation Centre GC Faridabad.

2) Seminar on digital marketing and graphics designing 17 November, 2022

3) Career assessment test on 26th November, 2022

4) Pitchathon at incubation center, Faridabad (8th Feb, 2023)

5) 3 days pre job training (online mode) 20th-22nd Feb, 2023.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	<a href="#">View File</a>

### 7.3 - Institutional Distinctiveness

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

The main priority & thrust of the College is clean and green campus. Campus Beautification Committee, Eco Club and NSS unit of the college work tirelessly to keep the campus clean by placing Dustbins at key points. The MCF vehicle visits the campus regularly to collect garbage. The students are discouraged from using polythene bags. Plantation drives are regularly taken up to maintain the green cover of the campus. The students of Home Science Department reuse and recycle discarded solid waste like bottles, paper, vase etc and convert them into decorative items. The college has proper sewage system and the sanitation committee ensures that leakage of drain pipes is immediately addressed to. Sanitary waste like sanitary pads are properly disposed off by students by wrapping them securely in newspapers etc and a constant awareness campaign is run by the women cell, NSS unit and Red Cross club to spread awareness among the students. E-waste management is done by writing off damaged electronic items as per the guidelines of the state government. Refilling of cartridges of printers is ensured. Computer labs maintain the desktops, ups, cpu etc by undertaking regular repair of faulty items.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

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 as 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 follows the academic calendar of the university by which the college is affiliated and it is uploaded on the college website too. At the end of each semester, teachers submit internal assessment marks in accordance with the guidelines issued by the university & conducts 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.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The college adheres to academic calendar provided by Maharishi Dayanand University, Rohtak. Based on this Academic calendar, the

college prepares the Calendar of Events which includes the dates of commencement, completion of syllabus, schedule of class tests, Working days, teaching days, internals marks submission, seminars, guest lectures, workshops, industrial visits, holidays, dates of semester end examination etc. As per the Academic calendar and guidelines of the University, Timetable is prepared by respective Heads of the departments after consultation with faculty. Time table is then circulated to all the faculty members and students before commencement of the semester. Timetable is uploaded on website of the college. Internal Assessments are conducted as per the calendar of events. For implementation of Internal Assessment Process, Examination committee is formed at college level which monitors overall internal assessment process and the same assessment is uploaded on MDU Internal Assessment Portal.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	Nil

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

D. Any 1 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

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



<b>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</b>	
0	
File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded
<b>1.2.2 - Number of Add on /Certificate programs offered during the year</b>	
<b>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</b>	
01	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	No File Uploaded
<b>1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year</b>	
268	
<b>1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year</b>	
268	
File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>
<b>1.3 - Curriculum Enrichment</b>	

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

Besides classroom teaching the college organizes number of cocurricular activities so as to widen the mental horizon of students and to inculcate values and ethics among them. The focus is on holistic development of students that goes beyond classroom teaching. The college through its various cells, clubs and committees conducts a lot of activities throughout the academic year. These programmes help students to inculcate universal, moral and social values, sensitivity towards gender issues and environmental consciousness.

1. Organization of workshops and lectures on relevant social issues like gender discrimination, domestic violence, female foeticide, sexual harassment, property rights of women, divorce and its legal implications etc.
2. Celebration of Women's Day
3. Environmental awareness through webinars, online quiz contests, lectures, tree plantation by Eco Club and NSS, field work under environmental studies.
4. Dignity of Labour taught to the students through one day camps and one seven day camp organized by NSS.
5. Community outreach through participation in social campaigns and other social welfare programmes
6. Value education and mental health workshops.
7. Handbook of Ethics and Code of Conduct uploaded in the College website and also enunciated by the Principal during Students' Orientation
8. Programmes on professional ethics and value education conducted by the BBA Department
9. Observance of Earth Day and World Environment Day.
10. Upholding values of multiculturalism, egalitarianism, diversity and gender empowerment through functions like the Annual Programme, Independence and Republic Day celebrations as well as through the activities of various clubs and societies, poster competitions and presentations

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

### 1.3.2 - Number of courses that include experiential learning through project work/field

**work/internship during the year**

02

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	No File Uploaded

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

02

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

**1.4 - Feedback System**

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni**

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	<a href="#">View File</a>

**1.4.2 - Feedback process of the Institution may be classified as follows**

**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	Nil

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of sanctioned seats during the year

2092

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

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

357

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

Institution identifies the slow and advance learners on the basis of their performances in Senior Secondary Exam, class tests/assignments etc. and semester exams conducted by the university at the beginning of each academic year.

**For Slow Learners:**

- Mentor-Mentee list is published on the notice board every year. The respective Mentors have one to one interaction with their mentees and counsels them on the academic, health as well as stress related issues.
- The faculty organizes lectures in which the focus is on laying the subject foundation to overcome the leap from school to college.
- Remedial classes are also organized to improve the student performances, in which solved past question papers are also discussed along with doubts.
- Based on their performance in class tests, participation in extracurricular activities, the knowledge gaps are identified and the students are then mentored accordingly.

**For Advanced Learners:**

- Students are encouraged to get the university ranks by giving special guidance on how to solve the paper on time.
- Special guidance is given to participate in State/ National/ International level Seminars/ Competitions.
- Placement cell of the college gives the guidance to students to excel in the Competitive / Entrance exams like UPSC, GRE, TOFEL, etc.
- They are also encouraged to contribute in various societies of the college.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
1762	37

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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

Student centric teaching methods are adopted for effective communication of the subject knowledge to the students. The following are the highlights adopted:

- The students participate in various academic, co-curricular and learning programs.
- With the introduction of SMART CLASSROOMS, the college encourages the use of LCD projectors by the faculty as well as students. Through technology, students are better informed and educated.
- Students are engaged in practical work by the faculty members in various practical subjects offered in the college. With the help of faculty and qualified technical staff, they are taught to practically check the concepts learnt by them. Student creativity is nurtured through preparation of models, projects, assignments etc.
- To inculcate participative learning, students are given group assignments and projects also to encourage peer learning and team building.
- Departments organize various activities throughout the course of study as a part of routine teaching learning program. Students learn and practice problem solving methodologies through these activities which become helpful for them in all situations of life.
- The College inculcates community service through various

activities under NSS and EBSB.

- Monetary help is also provided to students via scholarships for study expense by the dedicated SC-BC Scholarship Committee in the college.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://gcwfaridabad.ac.in/images/21/MultipleFiles/File25673.pdf">http://gcwfaridabad.ac.in/images/21/MultipleFiles/File25673.pdf</a>

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

The institution believes in allowing faculty members to have the freedom to decide what teaching strategies and tools they wish to use for course delivery. The diversity of the student body in terms of their educational background and experiences makes it necessary to implement innovative teaching strategies to enhance student-centric learning. The institution has made conscious efforts in this direction.

- The Faculty members ensure learning productivity through various teaching pedagogies. Practical understanding is given great importance along with theoretical knowledge. The College adopts innovative technology for teaching and learning.
- All courses use the interactive lecture methods along with discussions, tutorials, assignments, project-writing etc.
- The faculty members use ICT tools in smart classrooms for teaching.
- Teachers also use models, Power Point Presentations etc. for teaching.
- The college has computer lab and language lab with internal LAN.
- Faculty members' work towards bringing innovation to the classroom through peer teaching, class discussions, presentations, projects etc. This inclusive participation helps the slow learners to gain knowledge and confidence.
- Faculty members involve students in project based learning where students indulge in surveys and experiments.
- The institution encourages teachers to attend training programmes, workshops, seminars and conferences related to the ICT use or innovation in teaching-learning.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="http://gcwfaridabad.ac.in/images/21/MultipleFiles/File25676.pdf">http://gcwfaridabad.ac.in/images/21/MultipleFiles/File25676.pdf</a>

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

#### 2.3.3.1 - Number of mentors

35

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

37

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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



11	
File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>
<b>2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)</b>	
<b>2.4.3.1 - Total experience of full-time teachers</b>	
222	
File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>
<b>2.5 - Evaluation Process and Reforms</b>	
2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.	
<ul style="list-style-type: none"> <li>• Internal assessment in institute is transparent, flexible and robust.</li> <li>• The institute follows the regulations of Maharshi Dayanand University for the internal evaluation process of all the subjects. This process has been conveyed to students during the orientation program at the beginning of the academic year. College website link is also provided to the students during the Orientation Programme.</li> <li>• Assessment of students is made through class tests, assignments submissions, class presentations, workshops, debates, responsiveness in the class, involvement in projects etc.</li> <li>• The tests are conducted internally; subject wise for more than 2 times as to give fare chance to the absentees due to permissible circumstances and bring students under uniform internal evaluation system.</li> </ul>	

- The assignments and project topics are given on the basis of student's capacity and to bring out the best as per their intellectual competence.
- An additional assignment or a retest is also organized for those students who have had a genuine reason for not attending the examination such as; students participating in NSS, sports etc.
- Slow learners are permitted to improve their marks by redoing the experiment/ project/ assignment / tests, if they have scored low.
- The process of internal evaluation starts at the classroom level.
- Subject teachers evaluate the class tests answer scripts and return them to the students with the counseling classes on how to improve the answers.

Students with the revaluation request or any dispute in the results are guided by the Exam Committee to approach the University Examination Branch.

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

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

- MDU announces the exam dates in its calendar of events on the university portal. If there are any changes, the same is notified on the University website.
- The college Exam committee regularly checks the University portal and announces the notification on Exam Notice boards for student's information.
- Student's names are registered and enrolled in the portal whenever it is open and asked for the exam registration.
- University issues the Hall-tickets which is conveyed to the students and stakeholders by displaying it on notice board.
- Exam Committee and the respective program heads issue the Hall ticket after verifying the student's eligibility as per the university guidelines.
- In case of any error in hall tickets, exam committee clarifies the issue after consulting the university Registrar.
- During the Exam, Exam Committee is responsible for the

peaceful exam process; hence the university appoints exam squads for the same.

- MDU examination results are announced after the valuation and the results are uploaded on the website. After the announcement of results from University, the examination committee verifies each candidate's result, course wise /subject wise.
- In case of result related grievances of students, they are guided by the Exam Committee to approach the University Examination Branch.

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

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The college offers seven Undergraduate courses in BA, B.Com, BBA, B.SC, BTM, BCA, BAJMC and one Postgraduate course in MCom streams. The Programme outcomes, Programme specific outcomes and course outcomes are not clearly mentioned in the syllabus of affiliated University but the institution has deduced the same for the purpose of its relevance. These are communicated to students and teachers in the following manner:

- Institution conveys its vision, mission, objectives, programme outcomes and course outcomes to first year under graduates during the College and Departmental level orientation programme at the beginning of the academic session.
- The students are also informed about the relevance and significance of the learning outcomes through tutorial groups and mentoring groups.
- IQAC oversees the quality improvement program for each department.
- The College encourages faculties to attend Workshops, Seminars, Refresher courses and conferences so that their interaction with experts from the universities as well as professional fields helps make their teaching more relevant.
- At the beginning of every unit teachers articulate on the

learning outcomes and programme outcomes which make the teaching learning process more fruitful as students are aware of the relevance of the topic in their pursuit of knowledge.

- An indirect assessment of the fulfillment of these outcomes is done by the teachers after every class test/ assignments/ Presentations to ascertain if they have been able to do what was intended when they admitted to the course.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

The course outcomes and programme outcomes are recognized by the concerned accrediting agency at the National level. The educational institutions inculcate certain potentials among the students before this process. It facilitates the students in optimum exploitation of the resources for the attainment of their desired curricular and co-curricular goals.

The objectives of the course mentioned in the syllabus of the affiliated University help in identifying the course outcomes by the institution. The students are able to attain the capacity building strategies for effective communication skills and comprehend the desired objectives. The learning and practice of various courses offered by the institutions empower the students to engage in lifelong learning with persistent critical perspective.

The concepts of various courses enhance the comprehensive understanding of the students and pragmatically relate it to their physical as well as social ecologies.

The institution evaluates and assesses the potentials of the advanced as well as slow learners to improve their levels of academic attainments.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil

### 2.6.3 - Pass percentage of Students during the year

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

277

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="http://gcwfaridabad.ac.in/images/21/MultipleFiles/File25678.pdf">http://gcwfaridabad.ac.in/images/21/MultipleFiles/File25678.pdf</a>

### 2.7 - Student Satisfaction Survey

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

<http://gcwfaridabad.ac.in/images/21/MultipleFiles/File25677.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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

NIL

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

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

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

Nil

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

### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

#### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

11

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

08

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

**3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year****3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

NIL

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**3.3 - Extension Activities****3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year**

GCW Faridabad has a very active Red Cross unit, Women Cell, Legal Literacy Cell and NSS unit which organizes many outreach programmes to engage its students by involving them in community work through NSS camps, awareness rallies, blood donation camp, health check up camp, nutrition month, Legal literacy awareness lectures et cetera to ensure holistic development of students and to make them sensitive and well informed future citizens. The notable achievement during the session was organizing of Inter District Level Competition under Students Legal Literacy Mission in the month of April to make students aware on the topics like - Human Rights, Fundamental Duties, Rights of Disabled Persons, Rights of Destitute Women & Children, Drug de-addiction, Femal

Foeticide, Hygiene and General Awareness, Protection of Women from Domestic Violence, Dowry Prohibition, Sexual Harassment, RTI, Right to education, Child Marriage, Ragging, Right to Senior Citizens etc.

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

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

#### 3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

**NIL**

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

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

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

**06**



File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

### 3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

#### 3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

888

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

#### 3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

NIL

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

#### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

NIL

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

**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 - Physical Facilities**

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

The College is armed with adequate ICT infrastructure to facilitate teaching -learning activity for its stakeholders. The campus is digitally well equipped for effective classroom delivery, focused information sharing and knowledge assimilation. The Seminar Hall of the college is equipped with digital podium having PLUG and PLAY facility to give enriching learning experience to stakeholders during guest lectures, seminars and student club/Forum activities etc. Every Department maintains sufficient digital content for repetitive use for students and faculty such as Lesson Plan, Question Banks and Question Papers, Case Studies, Project Reports, Paper publications etc. The college has established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. The provided support facilities /infrastructure, need proper maintenance for uninterrupted. and smooth functioning, so a need for constant policy making is required. Timely up gradation, replenishment, repair and replacement of resources is a continuous process. The College has spacious and furnished 7 Smart Classrooms, 5 Projectors with screens and 13 Laboratories ( 03 Computer Labs, 02 Physics Labs, 02 Chemistry Labs, 01 Language Lab, 01 Geography Lab, 01 Psychology Lab, 01 Home Science Lab, 01 Media Lab & 01 Math Lab. Wi-Fi facility is available in Library for the students

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

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 game like volleyball, basketball, badminton etc. There is a badminton court and basketball court in the campus. Annual Athletic Meet is organised to encourage girl 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.

Ullahas a cultural activity was celebrated in college in which various items such as Dance, Singing, poetry and various competition was organised and students participated with full enthusiasm. Urvashi Bhardwaj and Anjali Dayal got First and Second position respectively in Inter College Boxing Tournament held at Sports Complex MDU Rohtak from 27/10/2022 to 28/10/2022.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

12

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

12

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

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

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

1687811

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

The College library is partially automated by using 'SOUL' software. Besides, classification of books has been done by using DDC (Dewey Decimal Classification). Pasting of book plates, book pockets and due date slips has been done in all the books of the Library. Pasting of spine labels has been done and shelving of books by following the shelving norms, that is left to right has been done. Library is fully air conditioned.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

<b>4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources</b>	<b>A. Any 4 or more of the above</b>								
<table border="1"> <thead> <tr> <th data-bbox="102 400 547 465">File Description</th> <th data-bbox="547 400 1436 465">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="102 465 547 566">Upload any additional information</td> <td data-bbox="547 465 1436 566" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="102 566 547 745">Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)</td> <td data-bbox="547 566 1436 745" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Upload any additional information	<b>No File Uploaded</b>	Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>			
File Description	Documents								
Upload any additional information	<b>No File Uploaded</b>								
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>								
<b>4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)</b>									
<b>4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>									
<b>193615</b>									
<table border="1"> <thead> <tr> <th data-bbox="102 1061 547 1126">File Description</th> <th data-bbox="547 1061 1436 1126">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="102 1126 547 1193">Any additional information</td> <td data-bbox="547 1126 1436 1193" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="102 1193 547 1261">Audited statements of accounts</td> <td data-bbox="547 1193 1436 1261" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="102 1261 547 1440">Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)</td> <td data-bbox="547 1261 1436 1440" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Any additional information	<b>No File Uploaded</b>	Audited statements of accounts	<b>No File Uploaded</b>	Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>	
File Description	Documents								
Any additional information	<b>No File Uploaded</b>								
Audited statements of accounts	<b>No File Uploaded</b>								
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>								
<b>4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)</b>									
<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>									
<b>101</b>									
<table border="1"> <thead> <tr> <th data-bbox="102 1711 547 1776">File Description</th> <th data-bbox="547 1711 1436 1776">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="102 1776 547 1843">Any additional information</td> <td data-bbox="547 1776 1436 1843" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="102 1843 547 1955">Details of library usage by teachers and students</td> <td data-bbox="547 1843 1436 1955" style="text-align: center;"><b>No File Uploaded</b></td> </tr> </tbody> </table>	File Description	Documents	Any additional information	<a href="#">View File</a>	Details of library usage by teachers and students	<b>No File Uploaded</b>			
File Description	Documents								
Any additional information	<a href="#">View File</a>								
Details of library usage by teachers and students	<b>No File Uploaded</b>								
<b>4.3 - IT Infrastructure</b>									

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

The College has well equipped Computer Labs: UG Lab, PG (M.Com) Lab and Computer Education (Literacy) Lab. There is internet facility in many departments. There are 7 Smart Classrooms and 5 labs with projector. Lab augmentation grant received annually by the Computer Science labs is used to update infrastructure on a regular basis. In Computer laboratories, all the PC's are connected via LAN to provide the internet facility. There are printers, scanners and photocopier machines too in the college. There are 201 computers for students. The English Language lab of the college is well versed with english learning softwares and a smart tv to educate and to inculcate the best communicative strategies

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**4.3.2 - Number of Computers**

201

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

**4.3.3 - Bandwidth of internet connection in the Institution**

E. &lt; 5MBPS

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

**4.4 - Maintenance of Campus Infrastructure**

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

**4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)****1687811**

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The College follows a systematic approach for maintaining and utilizing physical, academic and support facilities to enhance teaching-learning experience. The Principal in consultation with the Infrastructure maintenance/ building committee, Computer Lab and ICT equipments maintenance committee, Electricity committee and Sanitation committee takes a proactive approach relating to the maintenance of infrastructure of the college. Annual stock verification of lab equipments is undertaken by the Heads of the Departments where practicals are taught.

Various facilities available in college campus are as follows: Classrooms, Laboratories, Smart Classrooms, 1 fully air-conditioned Multi-purpose Hall with 250 seating capacity and 1 air-conditioned Seminar Hall with 100 seating capacity.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**STUDENT SUPPORT AND PROGRESSION****5.1 - Student Support****5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

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

350

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

nil

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

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

C. 2 of the above



File Description	Documents
Link to institutional website	Nil
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

500

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

500

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

A. All of the above

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

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

23

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

38

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

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

**government examinations) during the year**

00

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

02

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

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

The college firmly believes in giving an opportunity to its students to practice and understand democratic functioning. College has an active student council which is primarily framed for having student representation in Academic and Administrative activities. CR's from each class are nominated. The student council which mainly comprises of NSS volunteers, Earn While You Learn scheme volunteers and Red Cross volunteers is very active and works along with the staff especially during events and functions such as Convocation, Prize Distribution function, Seminars, Blood Donation Camps, Health Check up Camps, NSS Programmes etc. The

Mentor-mentee groups also provide a platform to the students to air their opinion with regard to the betterment of the college.

File Description	Documents
Paste link for additional information	<a href="http://gcwfaridabad.ac.in/Data?Menu=BFcJrpmMV3E=&amp;SubMenu=r9dAHG4nRSo=">http://gcwfaridabad.ac.in/Data?Menu=BFcJrpmMV3E=&amp;SubMenu=r9dAHG4nRSo=</a>
Upload any additional information	No File Uploaded

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

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

13

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

### 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

Government College for Women, Faridabad has always strived to make their students not just a degree holder but a 'Citizen of the World', who have been inculcated with teachings of the Gurus with modern adaptability to give something back to the Society and especially their Alma Mater. The College cherishes such Alumni and there are many more in the line to make the College proud. The institute has a registered alumni association. Our shining stars have made their names in the fields pursued by them and have carried forward the values and knowledge imbibed from the institution which is well reflected in their words for their Alma Mater. The branches may grow and outreach but can never be

separated from the roots, they are connected to Alma Mater. The Alumni Association strives hard to establish a mutually meaningful connectivity between the two. Through participation in all important College events, providing suggestions/ feedback, and by attending the reunions, the old students promote feeling of fraternity among themselves and carry forward the positive image of the College in the society.

File Description	Documents
Paste link for additional information	<a href="http://gcwfaridabad.ac.in/AlumniRegistration">http://gcwfaridabad.ac.in/AlumniRegistration</a>
Upload any additional information	<a href="#">View File</a>

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

E. <1Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

The leadership of the college strives to maintain an open and interactive environment to fulfill the mission and vision of the institution. In the true spirits of the college motto 'No Deliverance without Knowledge' it has been our consistent effort to focus our attention on the all-round development of the personality of our young budding students. "To strive, to seek, to find and not to yield" has been the undeclared motto of this college. Mission:-

- To create academically conducive environment in college.
- To promote goodwill and congeniality among students.
- To inspire them to respect human life and environment.
- To empower them to discriminate between the right and the wrong.
- To motivate them to fight social evils with courage, conviction and compassion.

Vision :-

- Building such skills among students as will enable them to become financially independent women.
- Making them rise above the three Cs-Caste, Color & Creed and work for establishing social peace and harmony.
- Developing their personality in a way that they become good human beings-

confident and responsible citizens of the world.

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

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

The college follows a participatory mode of management with all stakeholder participating activity. The Principal in consultation with the College Council which comprises of 5 senior most faculty members 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 Placement Cell activity organises pre- placement workshops & extension lectures for ensuring maximum placement of students through job fairs . The Admission Committee ensures smooth online and physical counselling 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 , Legal Literacy Cell, Youth Festival Committee, the Eco Club & the Red Cross. Additionally, the teaching staff organise a plethora of activities in their respective Departments by organising talks of subject experts & college level competitions like science exhibition, mehandi 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.

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

**6.2 - Strategy Development and Deployment**

## 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college conducts an extensive strategic planning process in accordance with the vision, mission and objectives of the college. The College provides a state of the art infrastructure that gives the students excellent learning opportunity . The Lecture Halls and seminar hall are well ventilated and spacious, augmented with Integrated Audio-Visual teaching aids. Multipurpose hall and seminar hall with seating capacity of over 1000 act as a common ground for students, faculty and guest speakers of various fields for regular interfaces, conferences and other events. The institution is having an air-conditioned library with a seating capacity of about 100 students. The Departments are spacious and are well equipped. The institution is fully under the CCTV surveillance. The institution have installed various RO systems to provide pure water to the students. Infrastructure Facilities includes Smart classrooms, Seminar halls with ICT facilities, LCD projectors, LED Digital Board for displaying the events and academic activities of the College, library with a stock of 13169 barcoded books with SOUL (3.0) Software with membership of online e-journals such as N-List, NDLI and Z- Library and Power Backup with Generator. Laboratories: There are various department labs: Chemistry Labs Commerce Lab Computer Labs English Language Lab Geography Labs Home Science Labs Maths Lab Music Labs Physical Education Lab Physics Labs Psychology Lab

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The college functions following the guidelines of MD University Rohtak to which it is affiliated and department of Higher Education, Haryana. The Principal is the head of the Institution who is assisted by the IQAC, College Council, Heads of Department, teaching and non teaching staff. Regular council and staff meetings are held. The hierarchical order followed ensures internal coordination and harmony among the constituent units of the college. Functions of various bodies: The College has

numerous committees, cells and clubs to focus on the specific indicators and spheres of the college. Service Rules: The Institution strictly follows the service rules according to the norms established by Department of Higher Education, Haryana, Maharshi Dayanand University, Rohtak, UGC and Haryana Government Service Rules. Recruitment: Recruitment takes place strictly in accordance with the established norms of Department of Higher Education, Haryana, UGC, Maharshi Dayanand University, Rohtak. Promotional Policies: As per the norms of Department of Higher Education, Haryana, UGC, Maharshi Dayanand University, Rohtak in accordance with the qualification, professional experience and performance appraisal. Grievance Redressal Mechanism: The college has its internal grievance redressal committee for the staff and students.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="http://gcwfaridabad.ac.in/Home#">http://gcwfaridabad.ac.in/Home#</a>
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

### 6.3 - Faculty Empowerment Strategies

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

The college has been following a number of staff welfare



measures on which sufficient resources are spent.

The following facilities are available for the benefit of the teaching and non-teaching staff. .

- Pension benefit to employees appointed prior to 2006 on retirement. Employees appointed after 2006 are covered under New Pension Scheme.
- Medical Reimbursement facility is available to the staff as per the Haryana Civil Service Rules, 2016.
- Leaves to teaching and non-teaching staff are given as per the guidelines of Maharshi Dayanand University, Rohtak and Department of Higher Education.
- Children Education Allowance is available to the staff members.
- Sports activities for staff.
- Medical care facilities.
- Safe and secure parking facility
- Female staff is given the benefit of maternity leave for a period of six months and male staff can avail a paternity leave for a period of 15 days.
- Study leave for Ph.D.work, duty leave for attending conferences and seminars.
- Facility for computer and internet.
- Power backup.
- Safe drinking water through RO plant.
- Appreciation and recognition for high performers in curriculum delivery and other related activities of the college.
- Tea and snacks kiosk
- Farewell functions and warm send off for the retiring staff.
- For employees, health check up including Eye, Dental, BP, Sugar etc. is conducted regularly.
- Provision of Provident Fund for A Fund Employees.
- Facility of Leave Travel Concession is available to both teaching and non-teaching staff.

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

### 6.3.2 - Number of teachers provided with financial support to attend conferences/

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

0

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

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

0

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

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)****6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

8

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

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

As per the UGC guidelines, the Department of Higher Education, Haryana has introduced Performance Appraisal System for teaching and non-teaching staff in the Govt Colleges of the state.

#### For Teaching Staff:

As per the UGC guidelines, each faculty member has to fill a detailed Self-Appraisal Proforma constructed in accordance with API guidelines. On this basis, the Annual Confidential Report of every faculty member is prepared which is reviewed by the Principal. This report is based on certain significant criteria like the academic performance in terms of results, administrative functioning, and commitment to perform duty, research work undertaken, extra-curricular activities, innovation and resourcefulness.

#### For Non-Teaching Staff:

All the non-teaching employees are required to fill the selfappraisal forms and their Annual Confidential Report is reviewed by the Principal. Its major purpose is to assess the performance of the employees in terms of duties undertaken by the employee, timely submission of planned work, proficiency in work and other traits such as, communication skills, analytical ability.

Non-teaching faculty are also assessed based on attitude towards public, co-workers, staff/student relation, job performance, proactiveness, behavior towards supervisor.

All the administrative activities and pertinent information concerning the non-teaching staff are recorded systematically in their respective service books.

Performance appraisal is based on the competence, attainment and quality of the work performed.

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

#### 6.4 - Financial Management and Resource Mobilization

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

The internal audit is the part of the institution and carried out on regular basis by the Principal of 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.

An extensive Academic and Administrative Audit was carried out on 18th May by the college as per instructions of the Department of Higher Education that comprised of Dean Academic Affairs Nominee

from the university, External expert from NAAC A+ accredited Aided college, Industry expert and 2 internal members - Principal and IQAC Co-ordinator. The Audit report has already been submitted to the University and Department for further perusal.

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

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

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

Nil

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

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

College has a proper system for effective and optimal utilization of available financial resources. The key decisions related to finance and related matters are taken by Bursar, who constantly monitor and encourage the proper utilization of allocated funds. As per the Higher Education Department of Haryana, Funds are allocated in different strata like EWYL, Material, and Supply, Lab Up-Gradation, Sports Grant, NSS Grant, Women Cell, Counseling and Placement Cell for optimum utilization. The procedure for purchasing materials, first of all, a survey of the market is conducted, then quotations are invited from different suppliers and rates are compared. Finally, the lowest possible rate with the best quality material is selected. The mode of payment is done either by cheque or by internet banking. Under the scheme of

'Earn While You Learn' run by Haryana Govt. hard-working meritorious and poor students are selected from various streams to provide their services in Labs, Library and office for which they are paid accordingly at an hourly rate. Various Labs like Science, Geography, Psychology, Computer Science, and English are upgraded every year with modern equipment. Under sports grant, sports equipment are purchased and annual athletic meet of college is also organized. Blood Donation and Health Check up Camps are organized from the grant of Red Cross, NSS and Women Cell.

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

## 6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell has the objective of developing a system for conscious, consistent and catalytic action in order to enhance the academic and administrative functioning and performance of the college in accordance with NAAC guidelines. It promotes mechanisms and strategies that are necessary for quality enhancement through internalization of quality culture. IQAC has contributed significantly through adopting certain quality assurance strategies and processes.

The College is committed towards fostering academic excellence and consistent efforts are made towards maintaining academic quality through a number of initiatives.

- The faculty actively participates in various conferences and seminars at regional, national and international levels.
- The faculty is also encouraged to participate in various faculty development programs like orientation courses, refresher courses, short-term courses, etc. with the aim of improving their skills.
- The teaching faculty engages in quality research work which can be ascertained from the fair number of their research

papers published in credible journals. The faculty members also have a good number of books and edited works published on the basis of their research work and specializations in their respective fields.

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

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

The quality of teacher is reviewed through a self-performance appraisal method. Intensive faculty development are activities initiated. The second component in TLP - the students, for them various methodologies used for holistic development of the learner through student support activities. Different processes involved are- sensitization of students' social issues through different committees-women empowerment, sexual harassment elimination, placement activities, IPR orientation. The course outcomes and program outcomes attainment measurement mechanisms are frequently reviewed. The learning outcome of the program and target level of attainment are defined well in advance.

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

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

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

Government College for Women, Faridabad organises a number of activities and takes steps to ensure gender equity and women empowerment. The College has following very active committees and clubs to promote women empowerment: Anti Sexual harassment committee, internal complaint committee, Placement Cell, Counselling cell, Legal Literacy Cell, Women Cell and NSS unit.

- Women cell organised interactive session on "Cyber Crime and Sextortion against Women" with Faridabad Police.
- A 7 days NSS camp organised in March in Ajrondavillage.
- Placement cell organised a series of lectures and workshops on personality development to ensure students are well skilled for job placements.
- Legal Literacy Cell organized Slogan writing and On the spot Painting Competition on the themes "Acid Attack, Human Rights, Female Foeticide and Constitutional Values" 7th Nov, 2022.
- A PCR van of Haryana Police "Durga Shakti" with lady constables is permanently stationed inside the college campus.
- College campus has a guard room near the gate, CCTV cameras are installed within the campus.
- Identity Cards are issued to all the students and they are instructed to wear them when inside the college to ensure that no outsider can enter the campus.



- Staff assigned Proctorial Duties to monitor the activities of the students in the college campus.

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

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

D. Any 1 of the above

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

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

Campus Beautification Committee, Eco Club and NSS unit of the college work tirelessly to keep the campus clean by placing dustbins at key points. The MCF vehicle visits the campus regularly to collect garbage. The students are discouraged from using polythene bags. Plantation drives are regularly taken up to maintain the green cover of the campus. The students of Home Science Department reuse and recycle discarded solid waste like bottles, paper, vase etc and convert them into decorative items. The college has proper sewage system and the sanitation committee ensures that leakage of drain pipes is immediately addressed to. Sanitary waste like sanitary pads are properly disposed off by students by wrapping them securely in newspapers etc and a constant awareness campaign is run by the women cell, NSS unit and Red Cross club to spread awareness among the students. E-waste management is done by writing off electronic

items as per the guidelines of the state government. Refilling of cartridges of printers is ensured. Computer labs maintain the desktops, ups, cpu etc by undertaking regular repair of faulty items.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

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

D. Any 1 of the above

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

**7.1.5 - Green campus initiatives include**

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

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. landscaping with trees and plants**

C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded

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

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

**D. Any 1 of the above**

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

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

**C. Any 2 of the above**

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

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

The young minds are nurtured through a number of academic and co-curricular activities by the institution to adopt and imbibe these values so that they develop the spirit of brotherhood irrespective of religious, linguistic, regional and socio-economic diversities. The NSS unit, Legal Literacy Cell and Electoral Club of the college organises various programmes, events and activities to commemorate Republic Day, Independence Day, Constitution day, National Voter's Day etc. for promotion of universal values (truth, righteous conduct, love, non-violence and peace), fundamental rights and duties and responsibilities as a citizen among the students as well as employees.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

The College makes concerted efforts to sensitize students about constitutional obligations to help promote a spirit of patriotism and secularism in them. Republic Day is celebrated with great enthusiasm on 26th January every year. The Constitution Day is celebrated on an annual basis by the Electoral Club and NSS unit. Importance of the Constitution is explained to the students, the immense contribution of the architect of the Constitution, Dr. B.R. Ambedkar is discussed, the Preamble of the Constitution is read and an oath is taken by all to maintain the sanctity of the Constitution. National Voter's Day is celebrated in the college every year since 2011 on 25th January to mark the foundation day of the Election Commission of India that was established on this day in the year 1950. A pledge is taken by the students and the staff that they will exercise their voting rights in every election. The Club also distributes Form 6 for Voter ID Cards among students and organises a series of activities, lectures, awareness rallies for the students to emphasize the importance of electoral process and ethical voting. Thus, the institution promotes constitutional values and

**nationalistic fervour among its students and the staff.**

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**D. Any 1 of the above**

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

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

**The college organises various programmes to commemorate Republic Day, Independence Day, Constitution day, National Voter's Day etc. for promotion of universal values, fundamental rights and duties among the students as well as festivals like Lohri, Diwali and Holi too are celebrated. The annual celebrations fill them with patriotic feelings, respect towards the freedom fighters and the National Flag. Similarly, Republic Day too is celebrated with great enthusiasm on 26th January every year by the college. The**

Constitution Day, also known as Samvidhan Diwas is celebrated on an annual basis by the Electoral Club and NSS unit of the College. The importance of the Constitution is explained to the students, the immense contribution of the architect of the Constitution, Dr.B.R. Ambedkar is discussed, the Preamble of the Constitution is read and an oath is taken by all to maintain the sanctity of the Constitution. National Voter's Day is celebrated in the college every year since 2011 on 25th January to mark the foundation day of the Election Commission of India that was established on this day in the year 1950. A pledge is taken by the students and the staff that they will exercise their voting rights in every election.

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

## 7.2 - Best Practices

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

### Women Empowerment :

1) Women Cell, in collaboration with Home-Science Department, organized seminar on the topics "Pradhan Mantri Matru Vandana Yojna (PMMVY)" and "Feminine health and hygiene" on 07/09/2022 under the celebration of Rashtriya Poshan Maah, 2022.

2) Women Cell, in collaboration with Faculty of Science, organized Slogan Writing and Poster Making Competitions on 17/09/2022 for the college students to celebrate the contribution of Indian women in the field of Science and Technology.

3) 4 days Stitching Workshop (06/10/2022 to 10/10/2022)

4) Health talk by Dietician Ms. Ankita Agrawal on "Lifestyle Management and Diet Counseling"

3) Interactive session by trainers Razia and Tanu Priya from

Breakthrough NGO on women safety.

4) 15 days "Fine Arts Workshop" (02/11/2022 to 21/11/2021)

5) Women Cell and Red Cross organized the Extension Lectures on "Menstrual Hygiene" and "Urogenital Infection in Young Females" on 30/11/2022)

## 2. Placement of Students:

1) Placement cell organized an outreach session on 27th September, 2022 for students of the college. Event was conducted by Mr., Anurag Pandey, Head of Incubation Centre GC Faridabad.

2) seminar on digital marketing and graphics designing 17 November, 2022

3) Career assessment test on 26th November, 2022

4) Pitchathon at incubation center, Faridabad (8th feb, 2023)

5) 3 days pre job training (online mode) 20th-22nd Feb, 2023.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	<a href="#">View File</a>

## 7.3 - Institutional Distinctiveness

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

The main priority & thrust of the College is clean and green campus. Campus Beautification Committee, Eco Club and NSS unit of the college work tirelessly to keep the campus clean by placing Dustbins at key points. The MCF vehicle visits the campus regularly to collect garbage. The students are discouraged from using polythene bags. Plantation drives are regularly taken up to maintain the green cover of the campus. The students of Home Science Department reuse and recycle discarded solid waste like bottles, paper, vase etc and convert them into decorative items. The college has proper sewage system and the sanitation committee ensures that leakage of drain pipes is immediately addressed to.

Sanitary waste like sanitary pads are properly disposed off by students by wrapping them securely in newspapers etc and a constant awareness campaign is run by the women cell, NSS unit and Red Cross club to spread awareness among the students. E-waste management is done by writing off damaged electronic items as per the guidelines of the state government. Refilling of cartridges of printers is ensured. Computer labs maintain the desktops, ups, cpu etc by undertaking regular repair of faulty items.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

Smooth online admission of students for the new academic session of 2023-24. Continuous upgradation of college website. Organization of extra-curricular activities for students to promote holistic development. Continuous interaction with students via mentor-mentee groups. Proposal for starting a Day Care Centre under CSR Act 2013. Disposal of e-waste as per government norms. Up gradation and renovation of College Library. Academic and Administrative audit of the college.