



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

GOVT COLLEGE NALWA

- Name of the Head of the institution **Mrs. LEENA KAJAL**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **9812300303 (Anil Gautam)**
- Mobile No: **9466869584**
- Registered e-mail **principalgcnalwa@gmail.com**
- Alternate e-mail **naacgcnalwa@gmail.com**
- Address **Govt. College Nalwa, V.P.O. Nalwa**
- City/Town **hisar**
- State/UT **haryana**
- Pin Code **125037**

2.Institutional status

- Type of Institution **Co-education**
- Location **Rural**
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **Guru Jambheshwar University of Sci & Technology**
- Name of the IQAC Coordinator **Nirmala. R**
- Phone No. **8929003000**
- Alternate phone No. **9812300303 (Anil Gautam)**
- Mobile **8929003000**
- IQAC e-mail address **iqacgcnalwa@gmail.com**
- Alternate e-mail address **naacgcnalwa@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

<http://gcnalwa.ac.in/MenuData?Menu=d5jo6AxztEo=>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<http://gcnalwa.ac.in/QuickLinks?ID=BFcJrpmMV3E=>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B	2.16	2014	15/09/2014	09/12/2019

6. Date of Establishment of IQAC

12/08/2013

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
GC Nalwa	2202	RUSA	2016	20000000

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9. No. of IQAC meetings held during the year

9

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

1. Organised Extension Lecture for students on Skill development. 2. Organised Extension Lecture for teaching & non teaching staff. 3. Motivated students to clean the college. 4. Motivated staff to use E-content to complete their syllabus. 5. motivated the students to use Shiksha Setu app, LMS, e-pathsala & other ICT Tools.

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

Plan of Action	Achievements/Outcomes
Online admission procedure is to be continued.	Online admissions were done as per instructions received from higher authority
To organize assembly & orientation program for the fresher's.	Online Video of Orientation was sent to all the fresher's.
To prepare lesson plans by the faculty members.	Lesson plans were prepared & displayed on notice board
Providing enhanced facilities of ICT for college activities.	Smart class rooms were used by the staff to use ICT Tools.
To collect feedback from various stake holders.	Feedback was collected from parents, teachers, students & alumni through Google form.
To organize various activities to spread awareness among students & others	Various subject societies conducted poster making, Essay writing, Slogan writing, Quiz, PPT making work shop, etc.
Improvement in library.	Aluminium Partition was done, New Books, Almirah, AC, Fan, Curtains and Chairs for Incharge room was Purchased, Binding of Old Books was done , Almirah were repaired Membership of Del-net, N-List were taken .Students and staff were motivated to use the benefits of this membership .10 computers were also purchased for E-Lounge.
To help students to get placement in different areas.	To help students to get placement in different areas.
To help financially backward students	49 Students were helped under EWYL Scheme
To be eco - friendly.	Plants were planted,plastics were banned in the institution
To Improve infrastructure	For Phy & Che lab experimental tables ,instruments, chairs for staff room, white boards, U.P.S,

	Chair for bursar room, chairs for common room, Smart boards, AC, Notice board, etc were purchased
Update College Portal & Website	College Portal & Website were updated from time to time
Motivate the faculty members to participate in various courses to enhance this teaching learning process	Many teaching faculty members participated in various orientation ,refresher course, short term course & seminars
Implement SOP's of covid-19	SOP's issued by government were timely followed to safeguard everyone from covid-19
Contribution of Alumni Association	Alumni Association donated automatic sanitizing machine & wheel chair to the college
Install Faculty/Department Name Plates	Cells / Faculty & Department name plates were installed
To set up Lecture Recording room	Plan is carried forwarded to next year
To set up Science Lab	Physics & Chemistry Lab were set up with all the facility
To set up solar plates	Solar plates were set up & we are consuming solar energy

13. Whether the AQAR was placed before statutory body? Yes

- Name of the statutory body

Name	Date of meeting(s)
Mrs. LEENA KAJAL (Principal)	23/12/2021

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

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• Designation	Principal
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Year	Date of Submission
NO	30/08/2021

15.Multidisciplinary / interdisciplinary	
16.Academic bank of credits (ABC):	
17.Skill development:	
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):	
20.Distance education/online education:	
Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	156
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	825
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	374

File Description	Documents
Data Template	View File
2.3	186
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	29
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	22
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	12
Total number of Classrooms and Seminar halls	
4.2	51,17,521
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	109
Total number of computers on campus for academic purposes	
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	

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

Though the curriculum is designed and revised by the affiliating university but for effective planning and designing members of concerned subjects from various colleges are detailed in board of studies at university level. Updated and revised curriculum/ syllabi of various courses are available on affiliating university websites. The college ensures the proper and timely delivery of syllabi as per university academic calendar. In every academic year teacher wise time table and subject wise time table allocated to all the departments. The Institution endeavors hard to impart quality education to all the students by regular class room activities, extra curricular activities, extension lectures and tutorials. For smooth functioning an academic calendar with activity calendar commenced for the session to accommodate the need of the students and stakeholders. The proper lesson plan was designed by the teachers and distributed among the students to maintain the competent pace and communication of the curriculum with in the time frame and requirements of the students. 1. Lesson plans are uploaded on college websites for easy & 24*7 access. Even during covid-19 situation syllabus of the students was completed through online mode. 2. To make effective delivery of curriculum, the ICT toolas are used & e-content delivered to students with the help of Smart class rooms.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.gjust.ac.in/uacolleges/uacolleges.html

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

Government College Nalwa follows the academic calendar of Guru Jambheshwar University of Science and Technology ,Hisar. Keeping in view the schedule of the academic calendar, a committee consisting of Principal and convener prepare the activity calendar in lieu with HODs well in advance before the commencement of the semester. The academic calendar outlines the semester class work schedule, internal examination schedule and external examination schedule. The faculty members of the concerned department gather the lists of courses for the coming semester. The head of the department

finalizes the course allocation for the faculty members based on their choice and area of interest or expertise. The faculty members prepares the lesson plan before the commencement of semester, indicating the topics to be covered lecture wise including the evaluation process for each subject and it is duly reviewed by the one of the senior faculty in the department and approved by the head of the department. It is then, made available to the students. Time-table is uploaded on the system and displayed in the respective department notice boards. The performance of the students is assessed on a continuous basis by conducting two mid exams as per the GJU University norms per semester where the average is taken of both. In addition to the tests, assignments, mini-projects and quizzes are also the part of Continuous Internal Evaluation. In the beginning of the academic session the students are apprised of academic calendar and same is uploaded on college website and displayed on notice boards and at strategic locations.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://gcnalwa.ac.in/QuickLinks?ID=BFcJrpmMV3E=

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

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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	
1	
File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File
1.2.2 - Number of Add on /Certificate programs offered during the year	
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)	
0	
File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
318	
1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year	
318	

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Environment and Sustainability: EVS subject is compulsory for undergraduate course. Environmental Science subject offers value added course in environmental studies with the approach of sustainability covering the general understanding of renewable resources, factors of pollution and remedial measures, on-renewable resources and their depletion with the objectives of environment conservation, sustainable use of natural resources and value of biodiversity. **Business Ethics:** At under graduation level this college is inculcating human values like workplace ethics and marketing ethics. Special emphasis is laid on inculcating ethical practices and human values among the students by organizing various extra-curricular activities like Declamation, Gender Sensitization programme, Poster Making Competition on water conservation, Awareness programmes on drug abuse, Blood Donation Camps and Cleanliness Drive, etc. **Human Values and Professional Ethics:** In the subject of Sanskrit, moral value education is given to the students through a number of stories and epics such as Hitoupdesh (BA I),, Shrimad Bhagwad Gita(BA I),epics stories and poems are in Hindi (B.A). Through the medium of literature, an effort is made to inculcate moral values in the students. Besides the examination point of view, the message of righteousness, truth, and other values is given to the students on which they can build a healthy nation. A vibrant and active Women Cell working throughout the year in enhancing sensitivity about gender-based issues and in providing a congenial and supportive environment to girls for their overall development. The following activities are organized in the college to make girls independent and self-reliant with a purpose:- To enhance critical thinking (essay, slogan, poster related competitions). To help in developing tastes about art workshops on flower decoration, jewelry making. To stand on their own (physical, mental health camps, and self-defense camps). Practical assignments are given to students and these include tree plantation and maintenance of college greenery. Lectures organized by Legal Literacy Cell and Women Cells of the

college on topics such as civil rights, legal issues, and female issues, etc. are helpful in giving students graduation on human rights. The institution is committed to creating an effective workforce for the society and it is making use of various avenues to provide students an interface in ICT. Compulsory computer awareness program, provision of internet facility and smart classroom, use of PowerPoint Presentation during lectures and facility of English language lab are some of the initiatives taken by the college to ensure student's participation in the use of ICT

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

1

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

0 Final year students (DUE TO COVID-19 SYULLABUS WAS REDUCED)

SOTHIS WAS NOT DONE)

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://gcnalwa.ac.in/MenuData?Menu=d5jo6AxztEo=

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

440

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

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

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

825

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The College takes every possible measure to understand the needs and the requirements of the students having different potential and learning capabilities. At the beginning of the academic session, a two-day Orientation Programme is organized every year in the first week of the August to make the students familiar with their surroundings in the campus, course content & exam pattern etc. During the academic session the students are assessed through their class tests, assignments, group discussions and presentations. On the basis of their performance in the campus as well as academic level, internal assessment is provided to them.

The faculty members of the college prepared their concerned lectures in such a way that both slow learners as well as advanced learners are fully beneficial. Advanced learners of the college are encouraged and motivated to give demonstration on the specific topics to their fellow students. Besides these, the students are also encouraged to participate in literary competitions as Quizzes, Poetry, Declamation, poster making, collage making and Science Exhibition etc. Extension lectures are organized on specific topics in various clubs of the college as per the need of

the students which are beneficial for them.

Slow learners may struggle with basic skills such as reading. They need more time, more repetition and more resources from teachers to be successful. These students do not have intellectual disability, but it takes them longer to understand and grasp concepts. So they are encouraged to attend the Special/Revision/Doubt classes immediately before the commencement of semester exams.

To boost the motivation level of students, the advanced learners and toppers are honoured with cash prizes, College Colours and Roll of Honours in the Annual Prize Distribution Function of the college.

All the students are assigned mentors and mentor classes are organized weekly on Saturday in which the students are asked to share any difficulty faced by them in their teaching learning process as well as other problems.

File Description	Documents
Link for additional Information	http://gcnalwa.ac.in/MenuData?Menu=W0F4Ni0v0u8=
Upload any additional information	View File

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

Number of Students	Number of Teachers
825	29

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The motive of the college is to develop the holistic environment for the students to make them so efficient that enable them to overcome their fears and face the challenges of the society with confidence. Various efforts are made by the teaching staff to

encourage them to participative in various activities and experimental learning. Problem Methodologies are employed to enhance the learning experiences of the students. New Teaching Aids like Interactive boards, Power-point presentations are used by the teachers in their concerned departments to make the students' learning experimental and more effective. Computer education has been made compulsory for all the students of the college not only to enhance their learning skills but also to make learning experimental and to enhance their employability. The College has well equipped laboratories such as Mathematics, Computer, English language lab, Geography and Psychology as per the requirement of the curriculum and establishment of Physics, Chemistry labs is done in current academic session as science programme is newly introduced. Students are encouraged to participate in Science exhibitions held at college level, district level and state level. Field visits/ Excursions will be organized to connect the theoretical knowledge of the students with the practical one. Various departmental activities like Interactive sessions, quizzes, seminars, presentations are organized time to time with the objectives to make the students learning more effective

File Description	Documents
Upload any additional information	View File
Link for additional information	http://gcnalwa.ac.in/Gallery

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

ICT in education is the mode of education that use information and communications technology to support , enhance and optimize the delivery of information. The faculty members of the college use ICT enabled tools such as PPT, Video clipping, Audio system ,Smart Interactive boards, You Tube animations, e-resources to deliver lectures and to expose the students for advanced knowledge and practical learning along with Power Point Presentations. College has also a well equipped computer labs to cater the digital and technology needs of the students. Students are encouraged to build their aptitude towards innovation and creativity. Students are refreshed to think critically and be innovative and creative in tackling their assignments, projects and other tasks assigned to them using ICT tools. The college has 07 ICT enabled classroom with LCD , Projector ,Computers and WiFi Connection. The institute

follows ICT enabled teaching in addition to the traditional classroom education. Subsequent efforts are taken by the institute to provide e-learning atmosphere in the classroom

E content delivered by haryana govt. and distributed to each department in Hard disk that contains video lectures, ppts etc in discriptive way used by faculty members . Now a days, · Online tests are conducted and e-assignments are given through Google forms and Google Meet. Sufficient number of books are available in the library and digital links of resources was provided to students. The departments and subject societies conduct seminars, workshops and guest lectures on the new developments in the core subjects for effective teaching and learning by the faculty members and students in each semester. · Seminar hall is equipped with multimedia facilities using ICT tools i.e digital podium.

Library also has the membership of N-LIST,NDL,etc so that students and staff can access the information online.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://gcnalwa.ac.in/Data?Menu=GGpWxWJuSX8=&SubMenu=qyxyw7ju0NY=

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

21

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

2.4 - Teacher Profile and Quality

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

29

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

14

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

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

2.4.3.1 - Total experience of full-time teachers

92

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and

mode. Write description within 200 words.

A transparent system for Internal Evaluation is followed by the college which includes the internal assessment, behaviour of the students, presentation skills and knowledge of the students. The criteria for Internal Assessment with weightage allotted to each component- Class Test, Assignments, Presentations and attendance are shared with the students in their induction programme and implemented with the proper norms of the University. Students are also informed time to time about their attendance/ lecture shortage. The test and assignment marks are assessed objectively and also shown to the students. In case of grievances and discrepancies, students are given full freedom to contact their concerned teacher.

Each paper has Maximum 100 marks in the ratio of 80% external and 20% internal Assessment

The distribution of internal assessment marks (20) is based on the marks obtained by the student in one minor test of 12 marks to be conducted preferably in the month of October for Odd Semester and in the month of March for Even Semester. A student is required to pass the individual paper with 35% marks overall including internal assessment based on minor test. He may not be given any additional chance for minor test. However, the student also needs to pass the external examination individually with 35% marks. There will be maximum 12 marks test, 2 marks for attendance, 4 marks for assignments & 2 marks are for Extra-curricular activities. The affiliating University of the college that is Guru Jambheshwar University of Science and Technology Hisar has devised Centralized Internal Evaluation System, which is followed by the college.

Awareness about the Internal Assessment

Orientation program was organized for newcomers in the beginning of each academic session. In addition to other important things, the procedures and guidelines of internal evaluation are explained to the students lucidly. The students are encouraged to get maximum marks in their internal evaluation to get better score in the final exams. During the academic session the concerned teachers regularly remind their students to make sincere efforts towards academic excellence.

Transparent Mechanism

The institution follows transparent mechanism for communicating the process of evaluation and reforms to the students. At the beginning of the semester, faculty members provide the details regarding the components for evaluation and handle any query regarding the same. For any student failing to attend the class for continuous 6 days, his/her name is struck off from the college roll and his/her parents are intimated.

Internal Assessment record is shown to the students with all the components of internal marks for assessment before the submission to the university. In case of any grievances regarding the internal evaluation, the students are advised to contact their concerned teacher to resolve the issue.

Digitization of Internal Assessment

The internal evaluation record is prepared and kept by the dealing clerk of the college in his computer system and internal assessment awards are uploaded on the university web portal at the link provided by the university

File Description	Documents
Any additional information	View File
Link for additional information	http://gcnalwa.ac.in/Data?Menu=2+Rx+N0HANC=&SubMenu=crY2lKZGciA=

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

The college has a well-designed mechanism to deal with examination related grievances. The college has adopted three tier system to address the examination related grievances of the students. Depending upon the nature of grievances, the three tiers include Department/faculty level, College administration level and University administration level.

The department level grievances are related to their internal assessment marks in their Minor tests and assignments. Every teacher displays the marks of internal assessment on notice board to have full transparency in the system and the students who are not satisfied with their marks given by the teachers are advised to contact to their in-charge teacher and resolve their problems.

At the college level, a committee comprising of senior teachers

has been constituted to take up the grievances of the students regarding filling of online examination forms, result-late issues, re-evaluation issues and any discrepancy observed in the mark sheet of the students. Besides, a senior teacher has been assigned the duty of registrar for the purpose of smooth conduct of minor tests during the academic session. Apart from these, Discipline committees are appointed by the college administration for the smooth and fair conduct of university semester examinations. The college administration ensures the proper and timely display of exam -related notices such as - date sheet, any revision in the date sheet, issuance of admit cards and code of conduct on College Notice Board

At University Level, grievances related to semester examinations conducted by the affiliating University include wrong/non-declaration of result, non-receipt of awards, showing absent in examination, misprinting/anomalies in the DMC, anomalies in the results are taken up by the college administration and forwarded the same to the concerned University Officials in time with the request to resolve the issue at the earliest.

File Description	Documents
Any additional information	View File
Link for additional information	http://gcnalwa.ac.in/Data?Menu=ROFj+/eyOLA=&SubMenu=OdyRJKevhgE=

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.

Course outcome of all the courses corresponding to all the programme are uploaded on the college web site and the learning outcomes elaborated to the students in their classes by their respective teachers in charges. The faculty members are advised to strict compliance of the lesson plan as per the university/college academic calendar..The faculty members chalk out their lesson plan in the beginning of the session and it is communicated to the students with the programme and course outcome with the proper understanding of skills and knowledge. The lesson plan is also displayed on the notice board of the college . The students have been awared about the applications of the course which they are going to acquire after completing the course

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://gcnalwa.ac.in/Data?Menu=BFcJrpmMV3E=&SubMenu=SYWIjQOu/+4=
Upload COs for all courses (exemplars from Glossary)	View File

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

In addition to the display and communication of course outcomes (COs), Programme specific outcomes (PSOs) and Programme Outcomes (POs), the IQAC of the college ensures the accomplishment of these outcomes with its goal of providing quality education to the students. In this direction, As per the direction issued by the IQAC of the college, the efforts are made by the faculty members to achieve the outcomes as envisaged by the curriculum committee. The college adopts the following two frameworks to assess the Cos and POs: 1.Quantitative Framework- This framework is based on the performance of the students in day to day classroom teaching -Learning process. Outcomes of the students are assessed through class test, assignments, quizzes, attendance, Level of Interaction and Curricular activities. This has 20% weightage in the university exams. The students are encouraged to develop their strategies to perform better.2.Qualitative Framework- The Qualitative framework outcomes involve the co-curricular activities, participation of the students and focussing on overall personality development of the students. These outcomes are attained by organizing different types of competitions like: Talent Search Competition. Literary Competition organized by subject societies. College Level Cultural Fest. University Level Youth Fest. Workshops based on skill and knowledge. College Level Annual Athletic Meet. Participation in Various Sports competition. Further the suggestions and recommendations on the POs and COs are collected through the feedback designed by the IQAC at the end of academic session from all the stakeholders and constructive measures are taken by the IQAC to improve the holistic environment of the college

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://gcnalwa.ac.in/Feedback

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

151

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://gcnalwa.ac.in/Data?Menu=ROFj+/eyOLA=&SubMenu=Wk0c6UZkyrg=

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://gcnalwa.ac.in/Feedback>

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	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	http://gcnalwa.ac.in/Data?Menu=rSas3imp06s=&SubMenu=ikfhv2HzHJI=

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

4

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

3.2 - 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	
0	
File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File
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	
0	
File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File
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	
<p>Our college inculcates social value and responsibilities to the faculty members and students by imparting extension activities in the neighborhood for holistic development of the society. Through extension and outreach programs, we sensitize the students to develop social values, widespread their responsibilities and knowledge in societal issues and problems by making them to involve with the community people. Through this, we establish a good relationship with local community organization and serve the community. Above all, the students get hold of social justice, value, responsibility and sustainability. In order to sensitize students and the community through students, various activities were organized by NSS, Women Cell and other departments on social</p>	

issues Our college inculcates social value and responsibilities to the faculty members and students by imparting extension activities in the neighborhood for holistic development of the society. Through extension and outreach programs, we sensitize the students to develop social values, widespread their responsibilities and knowledge in societal issues and problems by making them to involve with the community people. Through this, we establish a good relationship with local community organization and serve the community. Above all, the students get hold of social justice, value, responsibility and sustainability. In order to sensitize students and the community through students, various activities were organized by NSS, Women Cell and other departments on social issues.

File Description	Documents
Paste link for additional information	http://gcnalwa.ac.in/MenuData?Menu=crY2lKZGCiA=
Upload any additional information	View File

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

3

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

3.3.3 - 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

16

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

744

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

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

1

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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.

All the departments of the college are being supported via various infrastructural scaffolds. The institution possesses equipments, apparatus, Books, Teaching- aids, Furniture and Fixtures, ICT facilities and other consumables. Further, infrastructural enhancements are also done through various other financial resources in the form of RUSA Grants. Also, future needs are identified and supplemented from time to time. The details of the available infrastructural resources are as follows: 1. Classrooms: The College has eleven well aerated classrooms with proper sitting capacity and electrification. Green boards are available in the classrooms. 2. Smart classrooms: The College has five smart classrooms for enhancement of teaching learning process. 3. Computer Labs: The College has two computer Labs having 50 computers. All of which have Internet facilities. 4. Mathematical computation lab: There is one Mathematical computation lab with 11 computers. MATHEMATICA software is used for calculation and analysis. 5. Language lab: The College has 1 language lab with 25 computers, Fixed LCD along with audio video facilities and microphones. 6. Psychology lab: The College has one well equipped Psychology lab with all necessary apparatus and equipments. 7. Geography lab: College has two geography labs in which one is Geographic Information System lab with Quantam software. Both the labs are well equipped with the required instruments of geography. 8. Library facility: College has central library with a total of

15699 books, 8 magazines and 5 newspapers. Library has reading room facility with a capacity of 50 students and separate reading room facility for girls with capacity of 25 girl students. There are seven computers in the library all with internet connectivity.. Central library is equipped with SOUL-2 software.

9. Girl's Common room: The College has girl common room with well quipped LED, vending machine and attached washroom facilities for the girl students.

10. Seminar hall- The College has one seminar hall with latest multimedia for facilitating presentation during workshops and seminars. The institution enhances its infrastructural facilities and creates opportunities for the students to utilize the infrastructure by updating the labs, classrooms, equipments etc. The entire college campus has Wi-Fi facility

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://gcnalwa.ac.in/Data?Menu=ROFj+/eyOLA=&SubMenu=rSas3imp06s=

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

Cultural facilities: As far as cultural activities are concerned the college has earned a reputation in the region. At the beginning of the session, talent search/hunt programme is organized by the college to bring out the hidden talent of the students, through different activities like General Song, Solo Dance, Folk Dance, Rituals, Painting, Slogan Writing, Mime, Rangoli, Mono-Acting etc. On the basis of performance of students in a talent hunt programme, teams are prepared to participate in youth festival and Haryana Day "Ratnawali" festival organized by Govt. of Haryana. The college hires the services of professionals to train the students in the events like Skit, Folk Song, Rituals, etc. The outcome of the excellent sports and cultural activities is witnessed by the students by winning many awards/prizes.

Sports Facilities: The college has a vast playground with two hundred metre tracks for athletics and cater to the needs of various outdoor games. The college organizes Annual Athletic Meet every year and the winners are awarded in the Annual Prize Distribution Function. The best athlete (Male) and best athlete (Female) are awarded with cash prizes. The college organizes as well as participates in various sports activities ranging from college

level to state level. In addition to this, the college students bring glory to the college by representing/ winning at state/national level tournaments. Games: Along with academics college too focus upon the overall development of the students. College has both indoor as well as outdoor games facilities for the students. The outdoor games include athletics, Basketball, Volleyball, Kabaddi, Kho-Kho, Cricket and Badminton. The indoor games include Table Tennis, Chess, Carom, Judo, Ludo and Yoga. Gymnasium: The institution has an open gym facility for its students with well equipped exercising machines. Yoga: Mental health is as important as the physical one and yoga is an important component in stabilizing our mental health. College motivates students to practise yoga on regular basis and on 21st June i.e. International Yoga Day all the students and faculty member did yoga in the campus itself

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://gcnalwa.ac.in/Data?Menu=GGpWxWJuSX8=&SubMenu=kqtkspm2QOY=

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

13

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

13

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://gcnalwa.ac.in/Data?Menu=GGpWxWJuSX8=&SubMenu=qyxyw7ju0NY=
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

1524465

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

Keeping in view the significance of library in an institution, the college has a dedicated space allotted for Self Study Report of GOVT COLLEGE NALWA it. The record/catalogue of books is completely computerized and it utilizes SOUL 2.0 LIB software to streamline the data. This software stores difficult-to-obtain, low circulation reports and papers. The record is kept digitally to streamline the library; It also serves the purpose of avoiding hassle in figuring out the number of book issued as well as books which haven't been issued. To ensure that students can access the books in a hassle free manner, they can check the availability of books using library search engine. The library houses more than fifty thousand books which are distributed and divided into various sections depending upon the subject they belong to. There is wide variety of books covering various disciplines such as Environmental Science, Mathematics, Economics, history, Hindi, English etc. Each year a number of new books are added to the existing book bank. Our college library is fully automated. The records of borrowed and deposited books are maintained. The library is well equipped with internet facility and it is student friendly. The library has a separate section of reference books especially for the teachers. The text book section is mainly used by the students. Normally the students have to return the books in a stipulated time, but many times the teachers go out of their way to get books for economically weaker and needy students. The faculty members may recommend the books from the authorized dealers and the library committee approves the recommendations. The number of books also increases every year, to facilitate the

growing demand of students. We have a designated library staff, dedicated completely for the library maintenance. The library has complete power backup and the reading room provides a quiet environment for the students.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://gcnalwa.ac.in/Data?Menu=GGpWxWJuSX8=&SubMenu=1QtmyVCV0sw=

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. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

335644

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

40

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

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

In the 21st century the world has witnessed a paradigm shift in technological advancement in all spheres of life. Similarly, the latest technology has been incorporated in the higher education institutes for effective teaching-learning process. Along with the traditional teaching aids like white board / chalk boards, the smart interactive boards are also installed in the college. There are two computer labs along with one mathematics lab in the college with latest configuration. All the computers in the computer labs are connected through LAN. A lab attendant for each lab has been appointed to take care and maintain the infrastructure of labs. The maintenance of computers' hardware and software is done at regular interval. The computer science department of the college has also maintained a separate maintenance register for the computers to streamline all the maintenance work. The college web portal is monitored and updated with day to day activities by the faculty of Computer Science. The college makes consistent efforts to improve IT infrastructure and facilities as per the requirement. The college has a plan to install digital display board and central announcement system in the campus. The college provides free WiFi facilities to the students as well as to the faculty members. The biometric attendance system is also operational for the college staff. The college as well as the affiliating university has taken several steps regarding the use of advance IT facilities for the various academic activities such as online admission process, Direct Benefit Transfer (DBT) in scholarship schemes, online submission of examination forms, internal assessment awards and feedback system. Further five new smart class rooms with smart boards and projectors are set up in the college in the coming session to make teaching -learning ambience more interesting and effective.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://gcnalwa.ac.in/Data?Menu=GGpWxWJuSX8=&SubMenu=Y2lNtg2NRDQ=

4.3.2 - Number of Computers

109

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

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)

1524465

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

Physical Facilities: The physical facilities including laboratories, classrooms, computers, washrooms, centralized RO system, playgrounds, seminar hall, smart classrooms, generator set etc. are available for the students. The students are charged for these facilities at the time of admission as per the norms of the university and state govt. Besides, recurring grants are allocated by the Department of Higher Education for the maintenance of physical infrastructure. The college adopts systematic procedure for maintaining and utilizing the available physical infrastructural facilities. The college administration constitutes a committee of teachers/ office staff at the beginning of each academic session for the maintenance of physical infrastructure. The college administration always keeps vigilant eye on the quality of maintenance and requirement of infrastructure and equipment. The students of the college are also encouraged to provide their feedback regarding the status of available infrastructure as well as additional requirement thereof. The campus maintenance is monitored through surveillance cameras. All the details of physical infrastructure are maintained in stock registers. Physical stock verification of all the entities is done annually by the committees of faculty members appointed by the college administration at the end of each financial year. Instruments in labs, RO, Overhead Water Tanks, Inverters, Generators etc. are got serviced regularly. **Laboratories:** Under the supervision of head of the department, lab attendants maintain the efficiency of the college laboratories and accessories. **Academic Facilities:** The College has devised a system of optimal utilization of academic infrastructure. A new teaching block has been constructed to accommodate the increased strength of students and courses, Self Study Report of GOVT COLLEGE NALWA besides the college administration has submitted a proposal of additional teaching block to improve the quality of teaching and learning. **Library:** The College has a well enriched library. To update and

upgrade the library with the passage of time, the college receives grant from the state Govt. annually. Besides, the college receives library fee from the students at the time of admission as per Govt. norms. The grant/ library fund is utilized to purchase books, newspapers, magazines, furniture, computer systems, etc. The college library is fully automated using "SOUL" Software. The academic infrastructure available in the library is well maintained by library committee constituted by the college administration. For purchasing new books, the library committee consults the Hods of each department and the books are purchased as per the recommendations of the Hods. Laboratories: The college has established an English Language Lab, two computer labs, one mathematics lab, one psychology lab and two geography labs in which one is GIS lab. The college receives grant from the higher education for upgradation of labs which is being utilized for maintaining and creating academic and physical support facilities for the students. For effective functioning of the labs, lab attendants has been appointed in most of the labs. To keep the computers dust free, vacuum cleaner is used by the service staff

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://gcnalwa.ac.in/MenuData?Menu=VK7If4jcLOQ=

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

438

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

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

180

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

B. 3 of the above

File Description	Documents
Link to institutional website	http://gcnalwa.ac.in/events_activities
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File
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	

0

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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**

0

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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**

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

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.**

0

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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 provides ample opportunities to the students in decision making in various academic, administrative and co-curricular activities of the college. Students are provided active representation in various departmental /cells-NSS, NCC, RRC activities. The head of the department and activity in-charge ensures the maximum students' participation in all the activities having due consideration to the students' needs and make them students centric. Furthermore, the students are given freedom to express their thoughts and feelings about the college administration and their academic rights, by putting them in a slogan or picture displayed on the wall magazine. The college annual magazine "SONJUHI" provides the platform for students to showcase their writing skills, creativity and innovative ideas. To give exposure to the students and to develop confidence among them, they are given the responsibility of student editor in the college magazine, anchoring in the departmental activities/functions in the college functions and in extending help in hospitality arrangement. The students of different streams are given opportunity to be a member of IQAC to express their thoughts in various decisions regarding college betterment. The students of the college are actively involved in various co-curricular activities like NSS, NCC Camps, Swachchh Bharat Abhiyan, The best Volunteers/Cadet are honoured in the annual function to encourage and motivate other students.

File Description	Documents
Paste link for additional information	http://gcnalwa.ac.in/MenuData?Menu=VK7If4jcLOQ=
Upload any additional information	View File

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

6

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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)	View File

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

1. Name of Association: Allumni Association Government College Nalwa. 2. Registration Number and Registered Year: 01689/2020 3. Total Members: 250 Government College Nalwa has an active Alumni Association. The association was formed in 2013; however it got registered in the year 2020 with the name as "Allumni Association Government College Nalwa". So far there are 250 active members in the association and gradually it is increasing. Every year meeting of ex-students is being organized and in this meeting the post of president to treasurer Alumni Association has been decided. The main purpose of their meeting is to bring all ex-student together and seeking important suggestion from them. These suggestions are also implemented by association from time to time. Apart from this a fund committee is also formed by this association. In this

committee any ex students can donate fund according to his or her will and take lifetime membership. Utilization of this fund is being used for poor students and expenditure of association. All important information from college was communicated to ex student through Whatsapp group. The Alumni association of Government College Nalwa has certain predefined objectives and functions which include following: To provide a common, interactive and recognized platform for the alumni of the college. To develop relations with alumni, enroll new alumni and maintain/update the database of the alumni of the college in coordination with Alumni Incharge of the college. To hold regular meeting to discuss the needs and requirement of the college. To help the students financially and academically. To work for the better education and moral upliftment of the society. Feeling a duty to give back to the institution of their learning what alumni acquired from it, with renewed fruitful learning experienced in their lives, the alumni synchronize their institute and society to make a better place for learning. All the alumni are attached with the college with heart and soul.

File Description	Documents
Paste link for additional information	http://gcnalwa.ac.in/MenuData?Menu=YgrfUuvScUU=
Upload any additional information	View File

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

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

Being located in a rural area, Government College Nalwa shoulders the responsibility of providing its students with exceptional opportunities that have the potential to make a difference in their lives, especially given their limitation to exposure. It requires a dedicated devotion to teaching and learning in a way

that not only helps students succeed in professional lives, but also inspires them to expand their horizons in the realms of research so they can make a difference in various disciplines. Alongside, as students prepare to venture into the world with the empowerment of education and the ability to think critically, the institute also visualizes to empower them to meet the challenges of life with determination and courage. In achieving so, a crucial vision of the College is to introduce more contemporary and interdisciplinary subjects, since they have a rapidly growing relevance internationally. This would also require various infrastructural developments. The College strives to provide quality education to its students with a balanced melange of cultural tradition and modernity. In doing so, the institute envisions to adapt a holistic approach that can create an environment of intellectual curiosity, while inculcating values of integrity, compassion and awareness of essential matters that concern the globe. To conclude, the prime vision of the College is to create a participative community of responsible and responsive educators and students, with the commitment to support and provide for the special needs of a promising rural community. Mission: The mission of the College is very beautifully enshrined in its logo - ASTO MA SADGAMYA, which means - LEAD US FROM UNTRUTH TO TRUTH. Government College Nalwa strives to steer students towards introspection and internalising the vision of the College through every single activity that they perform. The College is committed to provide :

- A distinct environment of academics, interwoven with imparting values of human rights and social commitment.
- To use varied instructional methods and strategies, advanced technologies, and different pedagogical tools and methods of evaluation, as seen fit for the subject matter.
- To adapt teaching techniques that also help students in adapting skills required for professional success.
- To create awareness among students through audio-visual aids, seminars, conferences, group discussions, and interaction with other agencies regarding the current issues of relevance.
- To impart knowledge which will enhance the intellectual capacity of the students to achieve Academic Excellence.
- To build intellectual capital through faculty development and research.
- To initiate gender equity promotion programmes.

With its core value of devotion to leading one towards understanding the virtue of truth, the mission of the College is to create a symbiotic relationship between the faculty & students, to be able to produce ideal citizens empowered to partake in the process of economic growth within a value system.

File Description	Documents
Paste link for additional information	http://gcnalwa.ac.in/Data?Menu=ROFj+/eyOLA=&SubMenu=ROFj+/eyOLA=
Upload any additional information	View File

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

The college always believes in the practice of decentralisation and participative management. Decentralization reflects the policy of improving the efficiency of education system and the quality of educational services. Principal, Vice Principal, IQAC Members, teaching staff, non-teaching staff, supporting staff, student representatives (CR), Alumni, mentor- mentee and various other committees jointly empowered to propose, design, formulate and execute their plans within the frame work of college. The Academic, Administrative, NCC, NSS, IQAC all are working together for the smooth running and over all functioning of the college. The college is not only meant to teach certain subjects, it also works on improving different set of skills and social and emotional aspects of a student, so Parent Teacher Meeting is given immense importance. The principal of the college has complete autonomy to govern the institution within the preview of the rules and regulations framed by the government. Principal formed various committees to execute the plans and the policies with one senior faculty member as convenor and members as per the requirement of the committee. The convenor is made responsible for the proper functioning of the committee. The Committees carryout the activities and at the end of the academic year, the convener submit the report of the work done to the head of the institution. All these activities are evaluated by the IQAC. All the Committees hold regular meetings with head of the institution (Principal) to review the activities of their Committees. The Committees monitor the execution of the policies. In this way duties and responsibilities are shared and decentralized. Finally, all the administrative, academic and financial activities are reviewed by the Principal and Council Members to ensure administrative and academic accountability of the system. Faculties maintain the healthy relationship with students, staff, and community and execute the program accurately and constructively. Department play primary role to provide the academic excellence in all activities. the Department and Head of the Department perform their role and responsibility initiated with the vision and mission of the

college. The Non-teaching staff play crucial role in managing the day to day work and accomplish strategic objectives.

File Description	Documents
Paste link for additional information	http://gcnalwa.ac.in/Data?Menu=ROFj+/eyOLA=&SubMenu=1f+7/DE4pv4=
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution After the visit of NAAC peer team to the college on 14-17 september 2014 , the college prepared the perspective/strategic plans by taking into account the following aspects 1.NAAC peer team 's observations and recommendation for quality during the enhancement of the college during the previous accreditation. 2. Vision and Mission of the institution 3.Feedback from various stakeholders 4.recommendations of IQAC By taking into consideration above mentioned aspects, the college planned the following activities: Due to keen demand of the various stakeholders of the college, the college introduced new course B.SC (Non-Med) The college makes questionnaire to obtain feedback from various stakeholders such as students, staff, alumni, parents and other. College organized National Level seminars/conferences, workshops, faculty development programmes. Computerization of library Upgraded ICT related equipment and number of computers. Strengthening skill development activities through various department of college. Strengthening personal counselling through mentor -mentee programme. The college propose to strengthening the activities of placement cell. Increasing the participation in Faculty development programme such as workshops, training, and seminars. Conducting green audit of college campus through NSS, EVS' s students by establish herbal garden. The Institution has upgraded LABs. Extension lectures by various experts on different fields were organized. Biometric attendance system established. Institution also planned to create sports and cultural infrastructure to increase the participation of the students in sports and cultural activities. Self Study Report of GOVT COLLEGE NALWA In this way, the strategic plan of the Institution reflects the vision and missions to develop the excellence in higher education.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://gcnalwa.ac.in/Data?Menu=ROFj+/eyOLA=&SubMenu=BFcJrpmMV3E=
Upload any additional information	View File

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

Being a Govt. College, the college is regulated by Department of Higher Education Haryana. DGHE, Haryana frames rules and policies to direct the Principals for the compliance and done all recruitment, transfers and promotions in all Govt. college. The affiliating university regulate guidelines regarding intake capacity, admission schedule, examination forms schedule, date of submission of internal assessment, date sheet for conducting theory and practical exams, declaration of results and issue the mark sheets and degrees. The college believes in the democratic style of functioning and work of the college is divided into various committees which have full freedom to work out its innovative plans for development and quality enhancement. The decisions related to academics like admission, workload, time table, purchasing in library, maintenance of infrastructure etc. are taken up by the different committee. The responsibilities are assigned to the departments and their individual teachers.

Functions of various bodies: The institute has constitutional bodies which are designated with various roles and responsibilities as listed below: Administrative Set Up: The Principal performs the Important and integral part of the organization and ensures the smooth running of the college. The Principal is vested with the day-to-day running of the college. He has his team of Departmental Head(H.O.D.), the IQAC Coordinator, the college Council Secretary and the Head Clerk to assist his in execution of this work and to prepare an overall comprehensive development plan of the college regarding academic, administrative and infrastructural growth, and enable College to foster excellence in curricular, co-curricular and extra-curricular activities. Administrative Officer Keeps a record of the college level budget for each academic year and maintain daily records and documentation pertaining to attendance and service of all the working staff. HODs Maintain a department level status sheet

regarding student and faculty performance and look after the fine functioning of their respective departments. The extracurricular activities are planned in Page 61/88 13-10-2020 11:14:18 Self Study Report of GOVT COLLEGE NALWA consultation with the Students' Council. The IQAC devised plans and suggests the process for implementing the different academic activities. It arranges for periodic assessment and accreditation of specific academic programmes and projects. In addition to this, it also encourages self-evaluation, accountability, autonomy and innovations within all departments of the college. The bursar, the purchase committee and the convenor of repair, maintenance and construction, Convenor of RUSA take important decision regarding finance, building construction, renovation and maintenance and issues related to the college. In our college, we have Grievance Redressal and Anti Sexual Harassment Cell to deal with the admission, internal assessment, detention, examination, affairs related grievances. The internal complaints and other problems of students as well as of staff, under the system are solved by Grievance Cell. The internal security cell deals with the problems of women at work place. The College has a student council for which U.G student of final year is the President and U.G student of final year is the Vice-President. The candidates were selected by the head of the institution depending on their academic performance and their overall intelligence.

File Description	Documents
Paste link for additional information	http://gcnalwa.ac.in/Data?Menu=ROFj+/eyOLA=&SubMenu=1f+7/DE4pv4=
Link to Organogram of the Institution webpage	http://gcnalwa.ac.in/Data?Menu=ROFj+/eyOLA=&SubMenu=1f+7/DE4pv4=
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The staff and the faculty are the most vital components of any organization; the Teaching employees are regarded as key players, on the other hand, the Non-Teaching employees are pillars of the college functioning. The college has several welfare mechanisms for its teaching and non-teaching staff many staff availed the benefit of such schemes. Following are the various measures taken for welfare of the teaching and non-teaching staff

For Teaching Staff:

1. Duty Leave for attending Seminars, Conferences and Workshops.
2. For encouraging the faculty towards research and development, the college permits the employees to attend national and international conferences, seminar, and workshops by sanctioning them duty leave.
3. All the non-doctoral faculties are encouraged to get enrol for PHD program by providing them study leave.
4. Healthy and hygienic work environment.
5. Under CSR rules, compensatory leave is given to teaching staff in lieu of work done during holidays.
6. Casual leaves, Child Care Leaves for 2 years, Maternity Leave and medical leaves are given as per Haryana Government policy.
7. Medical Reimbursement facility is available for staff under the guidelines of Haryana Government.
8. Faculty appointments prior to 2004 are eligible for pension benefits on Retirement.
9. Employee Provident Fund for teaching staff.
10. Various loans under Haryana govt. schemes are given to the employees.
11. Annual and PhD Increments are given as per policy
12. Education allowance facility is also available for teaching staff as per the rules of Haryana Govt.
13. Medical Reimbursement facility is available for staff under the guidelines of Haryana Government Retirement.
14. Gratuity Scheme and GIS (Group Insurance Scheme) are available for teaching staff.
15. Various motivational and informative lectures are organized for

teaching staff to have a better work life balance. For Non-Teaching Staff: 1.Employee Provident Fund and Gratuity scheme for non-teaching staff. 2.Accommodation facility in the hostel for non-teaching staff. 3.Staff members pursuing higher education can use library facility and computers. 4. Annual Increments and promotions are made as per policy. 5.Various leaves available to non teaching staff are vacation leave, casual leave, Earned Leaves, medical leave and maternity leave for ladies staff. 6.Medical Reimbursement facility is available for staff under the guidelines of Haryana Government 7. To make non-teaching staff updated with the new technology, training like online banking was provided to them. 8.Regular Health check-ups of non-teaching staff. 9.Wheat loan is also provided to non-teaching staff according to the rules of Government of Haryana. The college tries to implement any of the welfare schemes launched by the government for teaching and non-teaching staff from time to time.

File Description	Documents
Paste link for additional information	http://gcnalwa.ac.in/DownloadForms
Upload any additional information	View File

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

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

0

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

2 due to covid

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

9

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Haryana Govt. has introduced Performance Appraisal System for teaching and non-teaching staff in the Govt. colleges and universities as per UGC guidelines. All faculty members fill prescribed Performa for Self Study Report of GOVT COLLEGE NALWA

self-appraisal. PAS system encourages the faculty members to make excellent performance in teaching -learning and research. The institution has performance-based appraisal system for the Assessment of teaching and non-teaching staff. Teaching staff: The API (Appraisal Performance Index) of the teaching staff is on the basis of their academic, research and other extra-curricular activities. It is also based upon his/her relation with the students, colleagues and administration. The performance appraisal report is to be filled by the teaching staff in a given prescribed Performa which includes three main categories i.e. Category one contains Teaching, Learning and Evaluation-related activities. Category two contains Co-curricular, Extension and Professional Development related activities. And Category three is mainly focused on Research and Academic contributions. The PBAS Performa is the primary means of assessing a faculty member for the purpose of promotion under Career Advancement Schemes (CAS) and awards. The Performance Appraisal Reports (PBAs) provide good feedback to faculty. The overall report is further reviewed by the Principal and the Convener of IQAC and final performance functioning status is setup and confidentially recorded in the office. Secondly, ACR (Annual Confidential Reports) are filed by each and every teaching staff. Actually, it will help to improve the quality of the higher education system in our country. Non-teaching staff: Every non-teaching staff member is assessed for his/her performance according to his/her works, duties and responsibilities assigned by the principal. ACR (Annual Confidential Reports) are filed by every nonteaching staff and according to his/her work, grading is assigned by the Principal. The systematic procedure has helped the principal to motivate the employee. It helps us to analyse the strength and weakness of the employee as college is an academic institute and is committed to provide the best to their students.

File Description	Documents
Paste link for additional information	http://gcnalwa.ac.in/DownloadForms
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The mechanism for the audit is as per the directions and guidelines of the UGC and higher education department. Self Study

Report of GOVT COLLEGE NALWA Internal Audit: Internal Audit mechanism is an ongoing continuous process to check and verify all vouchers of transactions with reference to the sanctioned budget after getting the requirements from different Departments and subsequent approval of the Principal, the purchase committee purchases the items as per laid down procedure and rules. Internal audit of the college is done by the college bursar. The bursar checks and verifies all vouchers of transactions with reference to sanctioned budget and availability of the funds of the college. The convener of purchase committee along with the bursar of the college keeps a strict vigil on the process of purchase. In addition to this, stock verification committees are appointed by the principal at the end of each financial year to check and verify the available stock. Furthermore, the committee recommends the stock items to be written off, if found unserviceable. The Cash Books are prepared by the office staff regularly and got verified by the bursar and counter signed by the principal.

External Audit: The external audits of the institution are conducted regularly as per the state Govt. instructions. The audit is conducted by the audit teams of Director Higher Education Haryana. Besides, the audit team of Accountant General Haryana conducts periodical audits. After the conduct of audit, Chief Accounts Officer, Govt. of Haryana releases the audit report.

Financial Audit includes: Funds received from government agencies like Social Welfare Departments towards SC, ST, OBC and other minority scholarships are audited. Funding towards Placement Cell, Women Cell, Earn While You Learn, Lab Upgradation, Material and Supply and Office Expenses (O/E) conduct of Seminars, Conferences, Workshops are audited, and utilization certificate is submitted. The college collects fees from the students under various heads like Amalgamated Fund, University Fund, Red Cross Fund, Radha Krishnan Fund, Abdul Kalam Fund, Sports Fund, Development Fund, Library Fee, Electricity Charges, NSS/ NCC fee etc. Cash Books and Stock Registers are maintained for different funds separately. The expenditure bills of all the Govt. Grants are submitted to treasury and the amount is transferred through RTGS/ NEFT to the vendor's bank accounts

File Description	Documents
Paste link for additional information	<a data-bbox="552 1850 1410 1921" href="http://gcnalwa.ac.in/Data?Menu=ROFj+/eyOLA=&SubMenu=gVRG052CCmo=">http://gcnalwa.ac.in/Data?Menu=ROFj+/eyOLA=&SubMenu=gVRG052CCmo=
Upload any additional information	View File

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)

1080000

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The availability of fund is essential for any organisation, society, family, cooperatives but movability of fund is even more important. If movability is in right direction and coordinated then the level of progress is high otherwise it becomes ineffective even though the fund is available. Therefore, movability of fund is important for the developmentofthe organisation. The College has a proper system for effective and optimal use 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's like EWYL, material and supply, lab up-gradation, sports grant, NSS Grant, Women cell, counselling andplacement cell for optimum utilization. The procedure for purchasing materials, first of all survey of market is conducted, then quotations are invited from different suppliers and rates are compared. Finally, the lowest possible rate with 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. Upgradationof Various labs like science, geography, psychology, computer science and English are done every year with modern equipment. Under sports grant, sports equipmentis purchased and annual athletic meet of college

(state level tournaments) is also organized. Blood donation and health check-up camps are organized from the grant of NSS and Women Cell. At the same time the allotted funds can be interchanged in case of a very important condition. In this self Study Report of GOVT COLLEGE NALWA way through the effective financial management of college is attaining new heights and goals.

File Description	Documents
Paste link for additional information	http://gcnalwa.ac.in/MenuData?Menu=VK7If4jcLOQ=
Upload any additional information	View File

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 institution attempts to chisel out the total quality person through a persistent focus on imparting quality education, through its innovative, comprehensive and flexible education policy. Its Internal Quality Assurance Cell (IQAC) carries out activities that encompass all aspects of the institute's functioning. The IQAC at GC Nalwa constituted on 12 August 2013. Quality assurance is a dynamic and long term process to developing quality consciousness among the stakeholders. The IQAC of the college deals with the quality measures like preparation of academic and activity calendar,, maintain the records of teachers who attended OC/RC/STC/Workshop/FDP etc, organizing seminar/workshop for capacity building of teaching and non-teaching staff, to prepare AQAR of the college and submit the same to NAAC, to finalize API Performa of teaching staff ,the teaching-learning activities, the quality of teaching efforts by teachers, the infrastructure and lab facility, the linkages of co-curricular and extra-curricular activities with regular teaching and the interface of the society are some of the parameters of quality control in the institution. It has brought about positive changes in the functioning of the college by setting benchmarks for quality. Every aspect of academic as well as administrative roles of college has been impacted. There has been a positive shift in the management strategy and thinking process. Through regular feedback by means of mentor groups and informal interaction with the students, the suggestions given are screened and relevant ones are implemented to enhance quality aspects. The major contribution for quality assurance strategies and process is witnessed in the following

case studies: Mentor-Mentee Groups The college has perused the mentor-mentee group to increase the interaction between teacher and students, so that they develop smooth communication practice on an emotional plane for making teaching- learning process effective and efficient. The aim of mentor-mentee group is to develop, maintain and improve the student's performance and promote a co-operative learning environment. Each mentor keeps a complete record of students allotted to them. The mentor remains in touch with the students regularly. There is a provision of one period of mentoring in the college timetable, where the mentors interact with the mentees and resolve their problems and grievances at their level or bring the same to the notice of the authority. Through the problem-solving approach used in the meeting such interactions help in boosting the confidence of students and encouraging their participation in various activities.

Self Study Report of GOVT COLLEGE NALWA Feedback System: To Evaluate the existing teaching learning environment and to take appropriate action for the improvement of poor performing areas. The IQAC of the college has designed feedback Performa covering the different aspects such as college administration, teaching-learning process, library, basic infrastructure etc. pertaining to four different stakeholders: Feedback from students, Feedback from Parents, feedback from alumni, feedback from teachers To achieve the objective, the feedbacks from different stakeholders are collected, analysed in a transparent and unbiased manner.

Bulk SMS Service: The IQAC of the college has introduced bulk SMS service for the students to circulate the important notices among the students.

File Description	Documents
Paste link for additional information	http://gcnalwa.ac.in/MenuData?Menu=d5jo6AxztEo=
Upload any additional information	View File

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

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up by Examining students by conducting internal assessment. Special lecturers were conducted on various topics to help students to have better understanding of concepts

in EDUSAT room. Students are encouraged to give PPTs so that topics can be easily understood by them. Increased usage of ICT tools in teaching learning process. Teachers prepare lesson plan at the beginning of every session and these are made available to the students before the commencement of the semester. Lesson plans ease the learning process for teachers as well as for students. Arrangement of doubt clearing classes for slow learner. The seminars and workshops conducted for staff and students. The use of Smart Classrooms and Innovative Modern Technology eases the learning process for all students.

Smart Classrooms include videos and presentations, which include visual and auditory stimulation for the students. The info-graphics, like pie charts, graphs as well as notes, are saved in the system, thereby saving valuable lecture time and making learning an easier and interesting process. LMS-The Learning Management System emerges directly with e learning. The college has developed an LMS through ERP in which the faculty members are encouraged to upload their video lectures, training programmes that are mapped with Shiksha Setu App so that students can download these lectures and programmes whenever they require. Introduction of Shiksha Setu App-Higher Education Department Haryana encourages more and more students to be technology friendly and use ICT as much as possible. The Department has launched an application named as Shiksha Setu that provides the students a portal to quick access to time-table, attendance, lesson plan, video lectures, virtual labs etc. IQAC monitor and review the learning process adopted by teachers and take feedback from students. Steps are taken to improve overall performance of the college by analysing feedback. Daily monitoring of conduct of the classes is done by the principal.

File Description	Documents
Paste link for additional information	http://gcnalwa.ac.in/MenuData?Menu=d5jo6AxztEo=
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s)

C. Any 2 of the above

Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	http://gcnalwa.ac.in/Data?Menu=ROFj+/eyOLA=&SubMenu=Wk0c6UZkyrg=
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES
7.1 - Institutional Values and Social Responsibilities
7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

. **SAFETY AND SECURITY:** - Govt. College Nalwa aims raising awareness of students towards gender sensitivity. All safety measures are followed by the institution comprehensively and explicitly in all respects. The installation of CCTV camera had done at every part of the college to keep eyes on the environment of the institution. The institution has special cell and committees like women cell, The Internal Complaints Committee (ICC) and Anti Sexual Harassment Committee for students "The sexual harassment of women at workplace (Prevention, Prohibition and Redressal) Act, 2013" referred to as "The Act. 2013". ICC resolves complaints from students, teaching and non-teaching members and takes necessary action to plan and carry out workshops and talks on gender sensitization by eminent speakers. Durga Shakti App: - Durga Shakti App is launched by Haryana Govt. for the safety of girls and women, especially for the Haryana region.. In the institution, various activities and events are like BETI BACHAO BETI PADHAO, EXTENSION LECTURES, SPEECH COMPETITION, INTERNATIONAL WOMEN'S DAY, NATIONAL VIGILANCE AWARENESS PROGRAMME, ESSAY AND SLOGAN WRITING COPITITION, POSTER MAKING, ,HEALTH CHECK UP CAMP, SELF DEFENCE, AWARENESS CAMP ON COVID-19 organized to make the girls self dependendent and self reliant.

COUNSELLING: - The institution has Women Cell and the Psychology

department aims to deal with any kind of problem of the students. Counseling on career is regularly done by the worthy principal and the senior staff members for the welfare of the students. Besides the women cell and psychology department there is an Advisory committee and faculty mentors also are accessible to students for counseling. COMMON ROOM: - The institution has provided a spacious, ventilated and comfortable girl's common room to spend their time with peer groups, sharing thoughts and spending leisure time. Common room is located on the ground floor attached to the staff room of the college to make an added sense to the girls. The room is provided with a comfortable seating arrangement, dressing table, clean washroom and a Sanitary Napkin Dispenser installed. A lady peon is also made available for any kind of problem of the girl students.

CO- EDUCATION The institution provides education to both girls and boys together, students participate in all the activities together without any discrimination (specifically gender discrimination). The institution awakens the spirit of equality, removes shyness of boys and girls, helps to promote feminism, to bring equality in society, and comradeship among all students without any discrimination.

File Description	Documents
Annual gender sensitization action plan	http://gcnalwa.ac.in/DownloadForms
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	http://gcnalwa.ac.in/Data?Menu=RyLB1LZcrEc=&SubMenu=tunZfm0nGhg=

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

WASTE MANAGEMENT: - In the view of the national mission on "CLEAN AND GREEN ENVIRONMENT" followed by SWATCHH BHARAT ABHIYAN, PLASTIC BAN, DRY AND WET GARBAGE SEPARATION, RAIN WATER HARVESTING, E-WASTE and so on GOVT. COLLEGE NALWA has taken the initiative. The 5 R's principle (Refuse, Reduce, Reuse, Recycle, & Recovery) are followed under Swachhh Bharat Abhiyan by the college staff as well as the students. **SOLID WASTE MANAGEMENT:-** The institution has created vermi-composting pits to achieve the goal, where organic waste like fallen leaves from the plant and canteen waste is dumped. The pits are kept moisturized for the survival of bacteria and fungi to increase the recycling of the waste. For with this in the College campus separate garbage collection bins are kept for wet and dry waste. **PLASTIC BAN:** - Paper bags are encouraged for use by students and staff members. " Say No To Plastic" signs are displayed in campus at various places to refrain from use of plastic. The students are encouraged for making best from waste items by using plastic bottles etc. The sweepers of the college are strictly directed to empty all the dustbins at least once in a day. Sanitary Napkins Incinerators has been installed in the girls' common room to facilitate disposal of sanitary napkins in an environment-friendly way. Solid Waste Management is a vital process in the college campus in which students of EVS/NSS participate with enthusiastically. **RAIN WATER HARVESTING SYSTEM -** In compliance to the water conservation and storage policy of Indian Govt, the institution has two bore wells with the help of AGRICULTURE AND FARMER WELFARE DEPARTMENT OF HARYANA. Along with this two bore wells were made with the help of the PUBLIC WORK DEPARTMENT to increase the water level of the land. As the institution is located on the desert land the water level is very low and here the taste of the water is like brine. It is hoped that the initiatives taken in the direction of rain water harvesting will be benefited in future. **E- WASTE MANAGEMENT:-** Electronic goods are put to optimum use by the institution. The minor repairs are set right by the teaching staff that has knowledge about electronics and major repairs are handled by the technical assistant. The waste compact discs and other disposable non-hazardous items are being used by students for decoration during college fests as a creative means of showcasing the waste management practice that has been induced in the minds of the students. A committee from Computer Science department is constituted to identify the various unserviceable/damaged articles

covered under e-waste. E-waste including monitors and CPUs, unserviceable printers, photocopiers, Floppies, CD/DVD, mouse, keyboards, vacuum cleaner etc. are disposed off according to the norms prescribed by the state Govt.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://drive.google.com/file/d/1JgYLzNFbf_nN3UpbLYXZglDxSEkHYGINx/view?pli=1
Any other relevant information	View File

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

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**

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File
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	B. Any 3 of the above
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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 inclusive environment for students and staff members with tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities is provided by the institution. Different activities are organized by the institution to promote harmony towards each other. Institute has framed code of ethics for students, teachers and other employees which have to be followed by each one of them. The enrollment is online and admissions are based on merit list so there are no chances of biasness. The institution provides equal opportunities to the students through various activities conducted throughout the session irrespective of their caste, creed, religion and region. Activities like NSS are included in order to inculcate a sense of unity, discipline and harmony among the students. Our institution believes in equality of all cultures and traditions as is evident from the fact that students belonging to different caste, religion and regions are studying in the college without any discrimination. There is no segregation of students on the basis of their lingual or communal background. Students feel safe and secure at the institute, as the institution provides physical, emotional and spiritual safety. Anti-ragging cell acts as a key factor in maintaining tolerance and harmony among students. For the last decade there is not a single incidence of ragging which shows the efficient working of the cell. Grievances addresser committee is also constituted to address the grievances among students to maintain harmony in the college. Activities held by the institution to create an environment of tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities. EK BHARAT SHRESHTH BHARAT:- The institution has taken the initiative in this scheme of State Govt. to exchange cultural values among students. Nodal officer explained that G.C. Banswada and G.C. Karimnagar in Telangana state have been paired with our state to inculcate harmony and tolerance towards social, cultural and linguistic diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

Students are sensitized about the PREAMBLE (THE FEELING OF SOVEREIGNTY, SOCIALISM, SECULARISM, JUSTICE, LIBERTY, FRATERNITY, and EQUALITY, DEMOCRATIC REPUBLIC.) to maintain the unity and integrity of institution. The institution organizes various activities from time to time to spread social awareness about issues like communal harmony, drug abuse, health and hygiene, vote awareness, women empowerment, feticide etc. It is taken as the crucial part of the education to imbibe basic sense of social responsibility and to sensitize students regarding social cause and issues

ACTIVITIES HELD BY THE INSTITUTION EVERY YEAR

Sr. No.	NAME OF THE ACTIVITY	DATE
1	NATIONAL UNITY DAY	31ST OCTOBER
2	NATIONAL VOTER'S DAY	25TH JANUARY
3	CONSTITUTION DAY	26TH NOVEMBER
4	SADBHAWNA DIWAS	20th AUGUST
5	NATIONAL YOUTH DAY	12TH AUGUST
6	GANDHI JAYANTI	2ND OCTOBER

OTHER ACTIVITIES ON VALUES, RIGHTS, DUTIES AND RESPONSIBILITIES OF CITIZENS.

Thus the institution imparts an integration of quality education and all round development of students that empowers them to become confident, competent and responsible global citizens who value education as a lifelong process.

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

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

A. All of the above

File Description	Documents
Code of ethics policy document	View File
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	View File
Any other relevant information	View File

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

Great historic and contemporary events of national importance-national festivals, birth and death anniversaries of great Indian leaders are celebrated by the institution with a great zeal, for imparting the feeling of patriotism in students and staff members. Sacrifices of the builders of the nation and great freedom fighters are remembered. And for this important days are celebrated by the institution with a great patriotic instinct by conducting various activities. LIST OF EVENTS CELEBERATED BY THE INSTITUTION:- REPUBLIC DAY CELEBERATION.(26 JANUARY) INDEPENDENCE DAY. (15 AUGUST) PANDIT DEEN DAYAL JAYANTI (09TH SEP) MOLANA ABUL KALAM AZAD JAYANTI AS SHIKSHA DIWAS (11TH NOVEMBWER) NATIONAL YOUTH DAY (12TH JAN ON THE BIRTH ANNIVERSARY OF SWAMI VIVEKANANDA) INTERNATIONAL WOMEN DAY (8TH MARCH) SHAHEEDI DIWAS (23RD MARCH, TO PAY TRIBUTE TO BHAGAT SINGH, RAJGURU AND SUKHDEV) INTERNATIONAL YOGA DAY (21ST JUNE) HINDI DIWAS (14TH SEPTEMBER) GANDHI AND LAL BAHADUR SHASTRI JAYANTI (2ND OCTOBER CELEBRATED AS SWACHHTA DIWAS & KISAN DIWAS) NATIONAL UNITY DAY (31ST OCTOBER, BIRTH ANNIVERSARY OF SARDAR VALLABH BHAI PATEL.) Republic Day is celebrated on 26th January every year to commemorate the adoption of the constitution. Independence Day (15th August) is also celebrated with the spirit of patriotism. It is grand event marked with the flag hosting by the worthy Principal in the college premises followed by the march past by NSS volunteers.

An exhibition on Gandhiji's sayings was held on the martyrdom of Mahatma Gandhi on 30.01.2018. On the birth anniversary of PANDIT DEEN DAYAL UPADHYAYE an essay writing and quiz competition was held on the direction of Higher Education Panchkula Haryana on dated 18-25TH September2017. Shahidi Diwas of Sardar Bhagat Singh was celebrated and petals were offered to pay homage to Shahid-E-

Azam Sardar Bhagat Singh by the students of History Department on 22ND March 2018. On the occasion of Gandhi Jayanti SWACHHTA CAMPAIGN was organized by the institution under this campaign a RALLY was organized with the message of POLYTHENE MUKT BHARAT to make the environment eco friendly. As per the direction of DGHE Panchkula, a play of 20 minutes was organized in the college on 22.09.2018. As per guidelines poster on Gandhiji were displayed and video-recording was done. The video-recording of the play GANDHI-EK-SAWAL was uploaded on you tube for public. To honour Swami Vivekananda, National Youth Day is celebrated on January 12. It is felt that philosophy of Vivekananda and his ideals are a great source of inspiration for the Indian Youth. 5th September, the birth of great Dr Sarwapalli Radhakrishnan is celebrated as Teacher's Day with great fervor. The students organize a programme for the teachers and the Guru-Shishya Parampara is celebrated. NATIONAL FESTIVALS National festivals are celebrated all over India .All the students celebrate them with great zeal irrespective of the religion, caste, creed and sex. HOLI DIWALI LOHRI/ MAKAR SAKRANTI TEEJ RAKSHA BANDHAN All these days are celebrated by conducting various activities like Mehandi, Rangoli, lohri celebration, Diya decoration, by women cell, NSS volunteers. Active participation by students of the institution is there.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice -1

Title of the Practice:

Eco-Friendly and green campus

Objectives of the Practice:

The main objective of this is to understand the challenges of climate change that the world is facing today. Global efforts are being made by people of all ages and spheres to combat the crisis and raise awareness for a better and healthy future. Young children, like Greta Thunberg, have become the beacon of hope for the new generation to take proactive measures for suitability and raising environmental awareness. We have also undertaken many practices to make sure we contribute to the cause and teach our students the importance of being socially and environmentally conscious.

Context

Environmental conscious administration, the management and the students of the college look after the environment carefully. Every year, during rainy season, we do tree plantation and carefully look after it. It's our own responsibility to preserve the work done on the campus related to the environment. To make the campus eco friendly decisions were taken to plant trees, replace tube lights and bulbs to save energy, to minimize the use of plastic for this Eco Club, Electricity committee, NSS and Discipline committee were asked to take necessary steps.

The Practice

The data is collected for each program and reviewed. The results of this analysis are used to plan targets for the subsequent years. The institution in its practices has always been environment friendly; the campus has been highly sensitive to issues like Green Campus, climate change and environmental degeneration. It mainly concentrates on 'Clean Campus - Green Campus' and it is widely committed to promote an ambience of creativity. The NSS team takes care of maintaining neat environment in the college campus and the Gardeners take care of the lawn and plants in the college. Staff members, Students were asked to plant trees, Shramdan Diwas was celebrated, and tree plantation programs were organized in association with NSS. Plants were distributed and planted by chief guests during college programs.

Evidence of success

Some of the practices partaken are: • Creating an eco-friendly and polythene/plastic free campus • Recycling and composting activities adopted to develop eco-friendly mechanisms for the management of waste generated on the college campus; especially since garbage remains to have severely damaging effects on our environment. • Spreading awareness amongst students to adopt hygienic practices on and off campus, to help the rural areas create healthy atmospheres and also to attain sustainability goals. • Adopting rain water harvesting practices as an alternative source for water on campus. The concept of nature conservation is being promoted by using rainwater effectively. • To maintain biodiversity one herbal garden is also developed by students. • Scientific biodegradable waste management is done through vermicompost pits. • Activities are done under the banner of Eco Club, such as the celebration of Environment Day. Students are given assignments as to survey all the plants and nourish them. • The College has plans to provide solar power for energy conservation and use renewable energy. For the purpose of the same, a solar power plant has been ordered to HAREDA. • Steps taken to minimize energy consumption, including the replacement of energy consuming tube lights and bulbs with energy saving CFLS.

Problems encountered and resources required

The college did not have much problem in implementing the above. Such practices are routinely used by the industry and corporate houses but are rarely used in academic institutions. So it needed some training and motivation to clearly explain the usefulness of these practices. The practice has been in place since last year and because of its immense benefits has been adopted throughout the college.

Best Practice -2

Title of the Practice:

Development of Professional Skills & Ethics

Objectives of the Practice:

Having a degree is no longer the only pre-requisite for getting a good job and succeeding at it. With globalisation, growing human connectivity, and vastness of resources available, one also needs to acquire themselves with values of morals, ethics, compassion, soft skills and measures of good behavior. Given the challenge of lack of exposure that the students might have given the locational disadvantage, as discussed in the Institutional weaknesses, these practices are designed to overturn that disadvantage and give our students an overall development experience.

Context

The institute believes that a motivated Student can be a significant factor in institute's success. When students are motivated to work at higher levels of their skills and abilities, the institute as a whole runs more efficiently and is more effective at achieving its objectives and goals. The college is situated in a place where most of the students are studying in Government schools and they may be the first generation learners. This program is a kind of eye opener and leads them to the path of Higher Education .All of the activities were greatly beneficial to the respective communities and to be sincerely commended, so that a deeper understanding was gained and demonstrated.

The Practice

Use of Computer and LCD Projector by the students for their group or individual presentations.

Use of Computer and LCD Projector in the classroom by the teachers.

Assignments requiring Use of Internet.

Use of Phone and SMS, Internet and Email to communicate.

Videoconference.

The institution uses a management information system for running the programme.

There are evidences to show that feedback is used for development.

Necessary learning material and organizational arrangements are discerned and developed by teachers and utilized as part of

regular practice.

Holding inter-disciplinary seminars, workshops, etc.

Library facilities

Increased awareness about the latest Rules and Regulations, both of the State and the Central Government

Evidence of success

To fosters educated professionals with the potential to take upon their jobs with good work ethics and necessary skills sets, we have adopted the following best practice measures: • To increase the rate of employment success of the students, regular trainings sessions are conducted to develop essential soft skills like communication, team work, effective problem solving, and leadership; and also impart work ethics. • Students are also encouraged to pursue internships during the vacations and acquire necessary professional experiences needed to make more informed decisions while deciding which path to follow upon the completion of their degrees. • A college magazine is published yearly to motivate students to have the courage and confidence to have their talents published and engage in extracurricular activities for overall personality development. • Practices of experimental learning are applied via the usage of various methods, such as, PowerPoint presentations, and Audio Visual Aids including screening of plays and documentaries, to help students organize their thinking process and build professional skills. • Individualised mentoring is provided to students by their teachers, so they can think and increase their analysing capacity beyond the mere spectrum of right and wrong, and profit & loss. • IQAC of the College plans guides and monitors the quality enhancement activities of the College to improve academic performance of the students. It creates a student centric atmosphere for holistic learning.

Problems encountered and resources required

1. A general lack of motivation and unwillingness among the students to take sustained interest in the opportunities provided by the college.
2. Improving the awareness and quality of students from under-privileged sections through remedial classes.
3. To provide quality teaching without increasing the fee

structure to benefit the underprivileged sections.

4. The opportunity to get hands-on experience leading to employment was welcomed by the students. The success of their seniors was a strong motivational factor for the junior

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

Govt College, Nalwa (Hisar) situated in the rural area is a premier institute imparting quality education at the grass root level. 21st century is an era of digitalization globally. The world is shrinking and the digital advancement is the core of progress everywhere. Govt. of India has digitization as the flagship programme and Govt. of Haryana is doing quality work to improve the quality of Higher Education institutions. Govt. College Nalwa is putting great efforts to implement the policies of digital initiatives put forward by the Govt. of Haryana. All the work in the college, right from the admission of students to completion of course i.e. B.A./B.Com/ B.Sc , is done with the help of ICT tools. College has its own website under Higher Education, Haryana, web portal with domain ID- gcnalwa.ac.in. The institute endeavours to motivate the students about benefits of SPOKEN TUTORIALS and SWAYAM (study webs of active learning for young Aspiring Minds) PORTAL which are online learning portals so that students can be benefitted by interdisciplinary credit courses. For making the optimum use of these digital portals the college has tried to create appropriate and sufficient infrastructure and ICT tools. The college can boast of having 109 computers for the use of students, well equipped computers labs, language lab, EDUSAT facilities. A proud possession of the college is our library which can be claimed to be E-library where all the record is maintained by soul software. The students are issued Barcode-I cards which they wear in the college campus. Books are issued and returned through computers. Open access resource links are provided to the students and teaching faculty as well. E-Lounge facility is developed for the students and teachers so that they can avail e-resources and Wi-Fi facilities to enhance literary knowledge and academic skills 1. English Language lab is another

asset of the college where students are imparted lectures to improve their language and personality. EDUSAT Provides lectures of specialized subject teachers from all over Haryana to students. The College has facilities for arranging online Conferences, workshops and Seminars. Online Competitions are also arranged for students. For implementation of all these facilities time to time technical sessions arranged for awareness of portals and notices and user manuals displayed on notice board for the convenience of the students and teachers as well. The use of these facilities was more valid during the session 2020-21 after the spread of pandemic. Before pandemic all those facilities were used along with off-line mode of education. But due to the spread of COVID-19 when it was not feasible to use all the offline modes, this infrastructure of E-learning transpired as a helping hand and students were able to continue their studies with a satisfactory level. The college humbly claims to be a pioneer in field of digital education in Higher education in the State of Haryana particularly for the students of rural Haryana. The college can be a good tool for the implementation of New Education Policy 2020 where the govt. is trying to highly digitalize the education so that our students can compete globally. Again the college foresees its development through the implementation and use of more advanced ICT tools and looking forward for establishment of an advanced digital studio so that teachers can deliver and record video lectures comfortably and effectively for the benefit of students. To enhance quality of education digital initiative in higher education is implemented time to time. NATIONAL DIGITAL LIBRARY (NDL) Department of Higher Education, Haryana provided the facility of central digital library on individual login at higher education website which connects all digital district library of state. EDUSAT: - The institute adhere to the guidelines provided by State Govt. regarding EDUSAT and E learning. Schedule which covers various topics of courses of different programmes now a days, video lectures made available on UTKARSH Higher channel of 310Tv and on cable/DTH network due to COVID-19 pandemic. SHIKSHA SETU APP-This facility and infrastructure support the administration and students during current scenario of COVID-19 and assignment sent to students through this app. For efficient administration, the HE institute is digitally empowered and has two ways communication system established by means of various web portals. It results into transparent, accountable, fasten interaction for diverse domains. Flexible and user friendly portals ease the administrative work which includes communication with affiliating University and Higher Education department. The higher education institute G.C. Nalwa is registered within 23 web portals. Each portal is updated and maintained time to time by

their respective faculty in- charges and non-teaching staff members. The institute being a govt college is connected with e-treasury for all financial matters. HRMS portal maintain service book record of each employee .Management Information System (MIS) portal deals with professional record including workload and near future online transfers may also done through this portal. The affiliating university GJU deals digitally in all matters like registration return, internal assessment, exam forms and results etc on various GJU portals.Higher education department has established digital machenism for cenralized online admissions of all courses. Apart from these the institute deals with NSS, Ek Bharat shreshtha Bharat, NAAC, AISHE,RUSA,PFMS and Scholarship portals. Due to well established digital infrastructure, administration focuses on timely and effectively curriculum delivery. In current senerio main focus of institute is to provide enhanced facilities to their faculty members for conduction of online classes and institute adhere to upgradation with respect to techniques and latest technology.

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

7.3.2 - Plan of action for the next academic year

1. Online admission will be managed in an organised manner through proper merit list and with the target to fulfil all the seats of different streams.
- 2 Orientation programme will be organised for the student at the beginning of the session.
- 3 College portal and website will be updated from time to time so that students and other can get right and timely information.
- 4 Teaching time table will be followed as per guidelines of DGHE &University.
- 5 Activities will be organised in different subjects, departments and cells for academic development and cultural promotion among the students.
- 6 SOPof COVID-19 will be followed as per the instructions of the government.

7 Lecture recording room will be setup.

8 Workshops and Seminars at the State level will be organised to benefit staff and students.

9 Contribution of Alumni Association will be taken on priority for development plan under this 5 poor students will be given financial help in the form of books, clothes, fees, transport facility, etc.

10 Plantation drive will be taken up.

11 Lab upgradation will be done.

12 Training will be provided to the students for research analysis.

13 Implement the feedback received from various stakeholders.

14 To conduct activities in collaboration with societies, placement cell, NSS, etc.

15 For Infrastructural development focus will be on

(a) canteen

(b) construction of classroom

(c) Renovation of seminar hall

(d) Digital Noticeboard

(e) Auditorium

16 Introduce PG and Skill based programmes and courses.

17 Organize Vaccination camp.