



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		SMT. ARUNA ASAF ALI GOVERNMENT POST GRADUATE COLLEGE
Name of the head of the Institution		Ms. Kusum Adya
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01733220019
Mobile no.		9872883543
Registered Email		gckalka@gmail.com
Alternate Email		iqac.kalka@gmail.com
Address		Smt. Aruna Asaf Ali Govt. P. G. College, kalka
City/Town		kalka
State/UT		Haryana
Pincode		133302

<b>2. Institutional Status</b>	
Affiliated / Constituent	<b>Affiliated</b>
Type of Institution	<b>Co-education</b>
Location	<b>Urban</b>
Financial Status	<b>state</b>
Name of the IQAC co-ordinator/Director	<b>Ms. Vandita Sharma</b>
Phone no/Alternate Phone no.	<b>01733220019</b>
Mobile no.	<b>9872883543</b>
Registered Email	<b>iqac.kalka@gmail.com</b>
Alternate Email	<b>gckalka@gmail.com</b>

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="http://gckalka.edu.in/Data?Menu=d5jo6AzztEo=&amp;SubMenu=IH+M4p6lmEs=">http://gckalka.edu.in/Data?Menu=d5jo6AzztEo=&amp;SubMenu=IH+M4p6lmEs=</a>
<b>4. Whether Academic Calendar prepared during the year</b>	<b>Yes</b>
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://gckalka.edu.in/images/110/MultipleFiles/File3121.pdf">http://gckalka.edu.in/images/110/MultipleFiles/File3121.pdf</a>

<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
<b>1</b>	<b>B</b>	<b>2.31</b>	<b>2003</b>	<b>09-Feb-2003</b>	<b>08-Feb-2008</b>
<b>2</b>	<b>B+</b>	<b>2.58</b>	<b>2017</b>	<b>30-Oct-2017</b>	<b>29-Oct-2022</b>

<b>6. Date of Establishment of IQAC</b>	<b>03-Mar-2009</b>
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**7. Internal Quality Assurance System**

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Orientation Programme	13-Jul-2018 1	279
Van Mahotsav and Environment Day	28-Jul-2018 1	500
Essay Writing Competition	22-Sep-2018 1	23

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	Salary	State Govt.	2018 365	114810254
Institution	S.N.E	State Govt.	2018 365	1135000
Institution	SMART CLASS ROOM	State Govt.	2018 365	600000
Institution	SEMINAR	State Govt.	2018 365	50000

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

Yes

Upload latest notification of formation of IQAC

[View Link](#)

**10. Number of IQAC meetings held during the year :**

3

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

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

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

No

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

Educational/Excursion/Tours, historical visits

Science Exhibition

Induction programme for first year students

Student Survey Report

Parwaz (Cultural Event)

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

Plan of Action	Achievements/Outcomes
Curriculum Aspects	Academic calendar published by the University. Curriculum of UG and PG courses and their fee structure are inclusive in the admission brochure of the college. Updating on website.
Teaching learning	New technology in teaching and learning and participative learning methods are used in learning process. Personality development and career guidance programme were organised. Awareness programs and competitions have been organised regularly for the students. Internal assessment through tests and Assignments in enhancing the performance of our students is done regularly as per the timetable of University and institution. Feedbacks from teachers, students are in continuous operation through PTM. Result analysis done by faculty.
Infrastructure and Learning Resources	IQAC cell with infrastructural facilities was established. Independent departments for post graduate classes. Library (30904 books), laboratories, and classroom were upgraded. More furniture procured for classes. Water coolers with RO were installed for the drinking water facility in campus.
To organize co- curricular and extension activities	For the all round development of the students numerous guest lectures and training programmes were organized to make them aware about the career opportunities after graduation.

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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	13-Sep-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Management Information Systems (MIS) are like the brain of a college. They help colleges organize and manage all kinds of information, like student records, class schedules, and financial stuff. Information among students and College Faculty flows through college Email/websites, Email/websites of higher authorities, university, faculty members as well as coordinators of different committees / cells. Information also flows through notifications by college notice board, departmental notice board, through what's App group of faculty members, whats app group of students. Information also flows through meetings of staff council, student induction program and additional meetings as per required. Submitting the data on MIS portal and AISHE portal. Description: The Institution has well organized management information system under which the IQAC plans the various activities for better performance in academics and for overall development of the institution. The activities planned are then implemented by the various committees concern to achieve the planned goal. After implementation the achievement and problems in the form of feedback is placed before the staff council, for further analysis.</p>

Part B

**CRITERION I – CURRICULAR ASPECTS**

## 1.1 – Curriculum Planning and Implementation

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

The institution has a well-structured approach to curriculum delivery and documentation. Detailed information about various courses, fee structures, and admission procedures is readily available in both the college brochure and on the website. Regular assessments, including unit tests, quarterly exams, and model tests, are conducted in line with the academic calendar. Additionally, the college hosts extension lectures and workshops to enrich students' learning experiences. Teachers employ a variety of innovative and effective teaching/Learning methods to engage students and enhance their understanding of the subjects. The college library is equipped with a wide range of resources, including subject books, reference materials, journals, newspapers, and magazines, totalling 30904 books, 12 newspapers and 40 Magazines. Moreover, syllabus guidelines and previous year's university question papers are accessible to students, aiding their academic pursuits. Special attention is given to students who miss classes due to reasons such as participation in NSS, NCC, YRS camps or sports activities, ensuring they receive support to catch up on missed work. The principal and department heads hold regular internal staff meetings to develop academic plans for the upcoming academic year, fostering alignment with educational objectives. Feedback from both students and faculty is collected and utilized to enhance curriculum planning and development processes. Furthermore, all departments and teachers diligently prepare lesson plans and maintain daily diaries to ensure organized and effective teaching practices.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

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

## 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
PG Diploma	Fashion Designing	21/06/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

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

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

	Certificate	Diploma Course
Number of Students	Nil	14

## 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
0	Nil	Nil

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### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	Business Administration	16
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## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	Yes

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

#### Feedback Obtained

Both undergraduate (UG) and postgraduate (PG) students are given feedback forms during specific sessions, allowing them to provide their input on various aspects. These forms cover topics such as the syllabus, teacher performance, infrastructure, library facilities, extracurricular activities, and NSS/sports activities. Once collected, the feedback is analyzed by the Institutional Quality Assurance Cell (IQAC) committee and the principal. The strengths and weaknesses highlighted by both students and teachers are summarized and carefully examined. These results are then discussed comprehensively in staff meetings, where their insights aid in making decisions for the overall development of the college and its students. Furthermore, feedback from parents is gathered during Parent-Teacher Meetings (PTMs), and suggestions and comments from guardians are also taken into consideration for future improvements. Areas requiring enhancement are deliberated upon in respective committees and departments, while the college's strengths serve as a foundation for further enhancement. Additionally, the IQAC of the College receives feedback from the staff on syllabus, students' performance, and provided facilities. Teachers also provide informal and formal feedback to the head of the institution on various academic, administrative, and other college-related matters. Moreover, members of the anti-ragging committee, Internal Complaints Committee, and Women's Cell receive feedback from students through class campaigns. Students can also register grievances or provide suggestions through the Grievance Redressal cell of the college, conveniently located at the main administrative building's entrance. This inclusive feedback mechanism ensures continuous improvement and fosters a supportive and responsive environment within the college community.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Nil	320	250	210

BCom	Nil	320	190	156
BSc	Nil	80	27	18
MA	Hindi	40	25	22
MCom	Commerce	60	110	59
PG Diploma	Fashion Designing	20	18	14
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## 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1216	140	60	21	21

## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
49	16	0	6	6	0
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### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The student mentoring program is overseen by the college, aimed at achieving several objectives: 1. Increasing teacher-student interaction time. 2. Identifying and addressing issues faced by slower learners. 3. Encouraging the advancement of high-achieving students. 4. Reducing student dropout rates. 5. Equipping students with skills for success beyond college. At the beginning of each academic year, the college conducts a collective induction session, followed by department-specific explanations of the mentoring system on the first day of classes for first-year students. To facilitate mentoring, departments collect essential student information such as contact details, email addresses, family income, category, and gender during the admission process using a standardized student database format. Departments maintain records of class tests, surprise tests, attendance, and student seminars to review student performance. In addition to classroom interactions, departments engage with students through individual meetings and social networking apps. Teachers also discuss student issues with parents during parent-teacher meetings, where parental involvement is encouraged. Parents receive regular updates on their child's attendance and academic performance through postcards. In cases of poor classroom performance or absenteeism, parents are informed through letters, phone calls, and parent-teacher meetings. Parents actively participate in parent-teacher meetings organized by the Institutional Quality Assurance Cell (IQAC), fostering collaboration between parents and teachers in supporting student success.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1356	64	1 : 21

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year



No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
55	55	0	0	21

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. Geetanjali	Assistant Professor	Best Teacher
2018	Mr. Jaspal	Assistant Professor	Best Teacher
2018	Dr. Gulshan	Assistant Professor	Best Teacher
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## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
<b>No Data Entered/Not Applicable !!!</b>				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As a college affiliated with the university, our institution follows the norms and regulations set forth by the university for the evaluation system. Currently, we operate on a semester system, with two semesters in each academic session: one from July to December and the other from January to June. Our examination system includes internal assessment, which accounts for 20 percent of the overall evaluation in all subjects and papers. This internal assessment is divided into various components including attendance (5 percent), two assignments (10 percent), and one class test (5 percent). While the Continuous Internal Evaluation (CIE) system is not applicable in compliance with the norms of the University and the Government of Haryana, we have developed a mechanism to enhance the quality of curriculum delivery and evaluation methods. To achieve this goal, we ensure that students understand the importance of internal assessment through activities such as assignment submissions, class tests, and participation in related activities, which contribute to assessing their knowledge and understanding of the subject matter. Adhering strictly to the University requirements, we also allocate marks for attendance as part of the internal assessment. In order to make the teaching-learning process more engaging and participatory, we employ various methods of regular evaluation, including class tests, group discussions, PowerPoint presentations, debate competitions, declamation contests, seminars, and poster presentations. These innovative methods of teaching, learning, and evaluation are carefully planned and implemented in a learner-centric manner. Evaluation is conducted for both theory and practical examinations, ensuring comprehensive assessment of student learning. Additionally, we organize special remedial classes for students who require extra support, tailoring our approach to meet the specific needs of

each individual learner.

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

The institution follows the academic calendar provided by the University for each academic session. At the beginning of the academic year, the University issues an academic calendar detailing the semester-wise schedule for curricular activities, class schedules, holiday breaks, and exam preparation days. The examination schedule is also determined and announced by the University in advance. Within this framework, the college administration forms various committees and cells to plan student-centric activities. The Institutional Quality Assurance Cell (IQAC) plays a crucial role in guiding faculty and departments to incorporate quality assurance measures in teaching, learning, evaluation, and extracurricular activities. For both undergraduate (UG) and postgraduate (PG) courses, department-level schedules for mandatory and additional initiatives are developed and implemented. These initiatives include orientation programs with addresses from the principal, distribution of timetables, mid-term attendance reviews, internal assessments, mentoring programs, career guidance counselling sessions, legal awareness sessions conducted by the Legal Literacy Cell, proctorial duties, enrollment and scheduling of activities for NSS and NCC, student satisfaction surveys, feedback collection from stakeholders, review meetings, alumni reunions, convocation ceremonies, annual sports meets, faculty participation in Faculty Development Programs (FDP) and other academic events, observance of significant days/occasions, meetings of various cells/committees, parent-teacher meetings, industrial visits, educational tours, and state/national/international level seminars and workshops. These initiatives are aimed at enriching the academic and extracurricular experiences of students and ensuring holistic development within the institution.

## 2.6 – Student Performance and Learning Outcomes

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

<http://gckalka.edu.in/#>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
<b>No Data Entered/Not Applicable !!!</b>					
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## 2.7 – Student Satisfaction Survey

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

<http://gckalka.edu.in/Data?Menu=d5jo6AxztEo=&SubMenu=yzxTEz4vztw=>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
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No Data Entered/Not Applicable !!!

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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Smart Marketing	Commerce	01/03/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	Nil	Nil	Nil	Nil
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Commerce	1	6.55
International	English	1	Nil
International	Zoology	1	2.67
International	Philosophy	5	Nil
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Computer Sc	2
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as	Number of citations
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					mentioned in the publication	excluding self citation
NIL	Nill	Nill	Nill	Nill	Nill	Nill
No file uploaded.						

### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

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

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nill	Nill	Nill	Nill
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## 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
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### 3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	Nill	Nill	Nill
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### 3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
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## 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	Nill	Nill	Nill
No file uploaded.			

### 3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research

facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	Nil	Nil	Nil	Nil	Nil
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	Nil	Nil
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## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
800000	796592

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
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### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Fully	2.0	2016

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

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

#### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	120	6	100	20	0	4	10	2	0
Added	0	0	0	0	0	0	0	0	0
Total	120	6	100	20	0	4	10	2	0

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

2 MBPS/ GBPS

#### 4.3.3 – Facility for e-content

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

### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
0	Nil	0	Nil

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

The college receives financial support and grants from various entities such as DGHE, Panchkula, and organizations like RUSA. There are well-defined protocols in place for the allocation of these grants and funds. To ensure the upkeep of college resources, appropriate grants and funds are allocated. All funds and grants are managed by the College Bursar, who maintains detailed financial records with the assistance of supporting staff. Under the direction of the Principal, in collaboration with the college council and the Bursar, a committee is formed with a senior faculty member as convener and other members as necessary. Depending on the workload, a clerk may or may not be assigned to the committee. This committee is responsible for making decisions regarding the allocation of grants and funds. Procurements can be made either through the Government e-Marketplace (GeM) or by soliciting sealed quotations, with all procurement processes overseen by the committee. The Principal and Bursar are actively involved in every stage of the procurement process, providing guidance and ensuring proper oversight. Similar procedures are followed for purchasing items for laboratories, libraries, sports complexes, computers, and classrooms. Detailed stock registers are maintained for all purchased items, and an annual stock verification is conducted to physically verify the inventory. Items that are no longer functional are written off based on recommendations from the Stock Verification Committee.

<http://gckalka.edu.in/Data?Menu=d5jo6AxztEo=&SubMenu=yzxEz4vztw=>

### CRITERION V – STUDENT SUPPORT AND PROGRESSION

## 5.1 – Student Support

### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Consolidated Stipend Scheme SC Scholarship, Haryana state Meritorious Incentive scheme for PG Students, Fresh Award of Haryana state Merit Scholarship (fresh), Merit Scholarship to UG Girls top Ten Students (fresh), Merit Scholarship to UG Girls top Ten	343	3881000
Financial Support from Other Sources			
a) National	NIL	Nil	Nil
b) International	NIL	Nil	Nil
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### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
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### 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
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### 5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

## 5.2 – Student Progression

### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
<b>No Data Entered/Not Applicable !!!</b>					
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	140	Graduated from Bachelors Masters	All Department of Govt. College Kalka	KUK/PU/HPU /Pvt. University at Baddi	PG/B.Ed
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### 5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
<b>No Data Entered/Not Applicable !!!</b>	
<a href="#">View File</a>	

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

Activity	Level	Number of Participants
Youth Festival	Zonal Level	43
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## 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	nil	Nill	Nill	Nill	Nill	Nill
No file uploaded.						

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

The institution has long embraced the principles of decentralization, student involvement, and contribution in decision-making processes across academic, administrative, and extracurricular domains. Students play an integral role in shaping the colleges activities and policies. They actively participate in departmental associations/clubs, taking charge of organizing various events and initiatives. Additionally, students are nominated or enlisted in multiple committees and societies within the college to ensure their voices are heard and their needs are prioritized in policy-making. Students exhibit vibrant engagement in subject societies, National Service Scheme (NSS), National Cadet



Corps (NCC), and cultural programs, contributing significantly to the colleges dynamic atmosphere and diverse activities. Their enthusiastic involvement enriches the college community and fosters a student-centric environment conducive to holistic growth and development.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

132

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

1

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

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

The institution prioritizes decentralization and participatory management. The Principal ensures that teachers have a meaningful role in decision-making processes, and alongside the most experienced faculty members, forms the College Council, the highest decision-making body. This Council oversees the comprehensive system of committees, which are responsible for specific tasks and operate within established guidelines. Each committee, comprising faculty members, functions autonomously under the supervision of the Principal. While the Principal, along with the Staff Council, sets broad directives such as expenditure limits and prize money allocations, the committees have the flexibility to tailor their activities to benefit students effectively. Student representatives, guided by faculty members, take charge of organizing these activities. Faculty members actively contribute to various decision-making bodies such as the Institutional Quality Assurance Cell (IQAC), the Governing Body, the Local Management Committee, and the Grievance Redressal Committee. Each department is headed by a Department Head, and regular monthly meetings are held to discuss departmental matters. At the departmental level, all faculty members have a voice in decision-making processes, including decisions regarding academic materials such as books and other resources

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

Yes

#### 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	The College has no independent authority to develop curriculum. The under Kurukshetra University finalizes on the curriculum of all the respective courses and teachers are part in the

curriculum development as members of Boards of Studies. University has introduced the semester system for UG PG classes. On the part of college, all the teachers prepare a teaching/lesson plan at the commencement of every semester.

Teaching and Learning

College have adopted Lesson Plans for the accomplishment of the syllabus and uploaded them to the college website in order to improve teaching and learning processes at the institution. The Head of the Department monitors the progress of the lesson plans on a regular basis. In the college, time to time various academic activities such as seminars, workshops, PPT presentations, educational tours/ field visits, inter college competitions, extension lectures and science exhibitions are conducted by various departments and students actively participate in these activities.

Examination and Evaluation

The College follows the norms of the affiliating University for Examinations and evaluation of students. These include theory, practical, viva-voce and project work etc. In addition to the regular university examinations, the college conducts various class tests, group discussions, assignments, viva-voce, class seminars, quiz contests and presentations. Internal evaluation is done in a transparent manner and students are given fair opportunity by addressing their concerns. To monitor the strengths and weakness of students in their syllabibased activities, the faculty remain constantly in touch and provide proper guidance and feedback on one to one basis in addition to the routine classroom sessions.

Research and Development

Faculty is provided all needful support and motivation for research in their respective areas. Publication in quality research Journals enlisted in UGC manuals and guidelines is encouraged. The College has constituted a research subcommittee within IQAC. To strengthen the resources and environment for research, popularization and availability of e-resources for use is being ensured.

Library, ICT and Physical Infrastructure / Instrumentation

The library has recently expanded its collection with the addition of new

books, including fresh titles, providing students with a wider range of resources. Students are encouraged to utilize e-books, and designated reading areas for e-book readers have been established. Faculty members are encouraged to integrate innovative Information and Communication Technology (ICT) techniques into their teaching methods, and they are equipped with the necessary ICT tools to facilitate this integration. Moreover, the college has invested in upgrading physical infrastructure and equipment to better serve the needs of both students and faculty. Additionally, plans are underway for the construction of a seminar and conference hall to host various events and gatherings organized by the college.

Human Resource Management

The recruitment of faculty is done by state govt. as per workload and sanction post. Faculty is supported to attend FDP, Seminars/Conferences/Workshops/ Short Term courses/Refresher courses for academic and research orientation as well as for acquiring latest technical skills, teaching skills and soft skills. - Faculty, non-teaching staff and students are felicitated for their academic achievements

Industry Interaction / Collaboration

The respective departments, especially Commerce and Science identify and invite industry experts to deliver content beyond syllabus and make students aware of the current industry trends. - Students of Commerce and Science are encouraged to participate in internship programs and industry visits to develop relevant skills.

Admission of Students

Centralized online admission process initiated by DGHE Panchkula. Online admission process is fully transparent and based on Merit and State Reservation Policy. Students are directed to fill the On-line admission form and E- fee challan is generated to pay the required fee. In the college, to help the students for admission process, one computer lab with internet facility was made available to students. College also form the admission committee of trained members to provide assistance to students. The helpdesk committee is constituted for

grievance redressal and ensuring complete satisfaction of the new applicants.

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

E-governance area	Details
Planning and Development	<p>Directorate General of Higher Education, the controlling authority of Higher Education Department is progressively continuing towards the digitalization of the entire procedure. The financial sanctions are provided electronically under various heads. These funds and grants are also disbursed and utilized as per systematic electronic route e.g. Human Resource Management System, Management Information Services, and Issuance of Digital Signature to encourage eACRs.</p>
Administration	<p>Human Resource Management System (HRMS) is operational since 2018-19. Even centralized Management Information System (MIS) system maintained by the headquarter authority, i.e. the Higher Education Department, Govt. of Haryana,. The service records of the teachers and non-teaching staff is digitalized for central processing of the service matters through online mode. On line Biometrics Attendance of the staff has been implemented for maintaining the regularity and punctuality of the staff.</p>
Finance and Accounts	<p>College is gradually implementing e-governance modules in finance and accounts related affairs. All affairs related to the salary of its employees have already been digitalized. The pay bills are e transferred to the treasury at first and transmitted again through electronic mode to all employees. Presently cash transactions are not authorized and the payments are made in the bank account of the beneficiary. The government grants are approved and distributed through electronic transmissions.</p>
Student Admission and Support	<p>Applications are received for admission to different courses through the online admission portal. - Merit list is prepared online by the Nodal agency and uploaded on the Director General Higher Education with a link in the college website. - Online counselling is scheduled based on the merit list of candidates - Details of</p>

	all the members of Admission Committee, Anti Ragging Committee, Student welfare committee, Scholarship Committee and Bus Pass Committee are uploaded to the college website. - College provides active support and counselling to students during the online admission process.
Examination	In the field of examinations, e-governance is being used. It has been implemented in the following ways: - Students can use the digital University Framework Portal by KUK to submit their examination forms. Students are able to download the digital University Framework Portal to get their examination admit card. They can check their result through the Portal.

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	NIL	NIL	NIL	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
FDP	2	01/03/2018	07/12/2020	07
Orientation Programme	1	13/11/2018	10/12/2018	27
No file uploaded.				

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

Teaching	Non-teaching
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Permanent	Full Time	Permanent	Full Time
8	8	0	0

#### 6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>The Teaching Staff are part of such welfare schemes that are in accordance with their service condition. • LTC, Medical re-imburement, Children Education Allowance, GPF/CPF/NPS/GIS, Cashless Medical Facility, are provided to faculties as per the norms of Haryana Government. Extraordinary leaves, medical Leaves, Casual leaves, Restricted Holidays , maternity leave, paternity leave, child care leave are given as per Haryana govt. Rules.</p>	<p>Extra Ordinary leaves are available for nonteaching staff such as vacation leave, casual leave, Earned Leaves, medical leave and maternity leave for ladies staff. GPF/CPF/NPS/GIS</p>	<p>Meritorious Scholarships • Health centre • Canteen facility for students with hygienic, homely and nutritious food at affordable prices, • Earn while you learn scheme for needy students • Basic English Language Communication Skills Programme • Bilingual teaching to accommodate as required • Several sports facilities such as open Gymnasium, Yoga and sports grounds are available to students for various sports.</p>

#### 6.4 – Financial Management and Resource Mobilization

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

Audit is done as per schedule provided by the state Govt.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	Nil	Nil
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6.4.3 – Total corpus fund generated

10635149

#### 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	PRINCIPAL
Administrative	No	Nil	Yes	PRINCIPAL, BURSAR

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

NIL

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

The Head clerk/ Office In charge trains all the members of the support staff as per latest guidelines/ technology.

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

1. ONE POST GRADUATE DIPLOMA IN FASHION DESIGNING WAS INTRODUCED THIS YEAR. 2. THE PROPOSAL FOR 2 DIPLOMAS AND 1 PG PROG. IS UNDER PROCESS. 3. Teachers prepare their online month-wise Teaching Plan, whereby the syllabus to be taught by each teacher during the academic session is specified, by using a teaching aid software. 4. Instructional materials provide to the students. 5. The admission process of the college has been automated, so as to facilitate on-line admission from the academic session 2018-19 to ensure transparency. 6. Teachers make use of ICT tools like PowerPoint presentations and smart board for teaching in a number of departments. 7. The college has introduced the system of continuous internal assessment, whereby students are made to answer multiple type/short questions and/or questions in accordance with university pattern. The practice is purported towards development of in-depth knowledge of the subject instead of rote learning, as well as preparation of students for university examinations. 8. The NSS unit of the college organized environment awareness, health and hygiene awareness programme, visit to destitute home, sapling planting. Blood donation camps have been organized annually. 9. Mentoring of students for providing them wide knowledge through prospectus, website which is published annually along with details information about the curriculum. 10. The college has arranged for organization of career counseling sessions by professional institutions for grooming the students and making them aware of jobs and opportunities.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Improving student strength, Strengthening Relationship between Industry and Alumni	06/12/2018	06/12/2018	06/12/2018	52
2018	Workshop on Digital Learning	21/08/2018	21/08/2018	21/08/2018	35
2019	Lecture on Role of Youth in National Development	12/01/2019	12/01/2019	12/01/2019	135
2019	Lecture on Critical Thinking and	16/04/2019	16/04/2019	16/04/2019	40

	Teaching Techniques				
2018	Lecture on Ethics and Values in Public Governance	15/09/2018	15/09/2018	15/09/2018	35
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Skit/Nukkad Natak 'women Related Issues'	11/02/2019	11/02/2019	12	2
Essay Writing on 'Role of Indian Women in Freedom'	12/02/2019	12/02/2019	58	7
Extension Lecture on 'women empowerment'	24/08/2018	24/08/2018	125	24
Extension Lecture on Gender sensitisation and Media	11/01/2019	11/01/2019	117	18

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

Percentage of power requirement of the University met by the renewable energy sources
<p>Every undergraduate student is enrolled in the Undergraduate Compulsory Course in Environmental Studies as part of their three-year degree program. The campus strictly prohibits smoking, and the use of tobacco and tobacco products is not permitted within its premises. The college frequently hosts events and initiatives aimed at increasing awareness of environmental issues. Additionally, the National Service Scheme (NSS), National Cadet Corps (NCC), and other college cells regularly organize activities such as cleanliness drives and tree plantation campaigns. Both students and staff are encouraged to embrace eco-friendly practices, and initiatives are in place to promote green living. Everyone is motivated to participate in efforts to conserve electricity by switching off electrical appliances when they are not in use.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	0
Provision for lift	No	0



Ramp/Rails	Yes	0
Braille Software/facilities	No	0
Rest Rooms	Yes	0
Scribes for examination	No	0
Special skill development for differently abled students	No	0
Any other similar facility	No	0

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	Nil	Nil	Nil	Nil	Nil	Nil	Nil
2019	Nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
Code of Professional Ethics	18/07/2018	The Code of Conduct of Professional Ethics of Teachers contained in the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2018 The Code of Conduct of Professional Ethics of Teachers contained in the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2018

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

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

Various committees such as the Campus Beautification, Eco-club, and NSS/NCC units actively safeguard, preserve, and monitor the college environment. Faculty members are encouraged to participate in seminars, conferences, and research related to environmental issues. Placing name plates on various plants across the campus is part of our efforts to raise awareness about the environment. A dedicated group of students has been selected and trained to participate in Government-sponsored internships under the Swachh Bharat Abhiyaan initiative. Additionally, an extensive cleanliness drive, spearheaded by the NSS, is conducted both within and outside the college campus as part of this initiative. Addressing environmental risk management issues has been a priority for the college, and we have implemented a water harvesting system that is continually expanded to include more areas and buildings for groundwater storage and recharge. Furthermore, tree plantation drives are regularly organized to enhance the greenery of the campus. Our commitment to an environmentally sustainable campus includes initiatives such as maintaining a well-manicured and eco-friendly environment, tree plantations on significant occasions, rainwater recharge of groundwater, minimizing laboratory waste generation, digitalizing administrative and academic processes to reduce paper usage, organizing competitions and seminars on cleanliness initiatives like Swachta Abhiyaan, and conducting cleanliness drives led by NSS volunteers. Additionally, we strive to maintain a polythene and plastic-free campus, promoting a cleaner and healthier environment for all.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

**Best Practices 1. Green Initiatives and Environment Friendly Campus** We believe that the best practises of our institution find validation in the fact that, each year, numerous students, apply for admission to our college. Besides the pursuit of academic excellence, societal and academic reforms are meant to motivate students so that they are able to develop themselves into educated men and women, ready to carve a niche for themselves in society. Keeping the growing ecological concerns in mind, there is a dire need for immediate action to be carried out and promote eco friendly practices. The college firmly believes that, when it comes to environmental conservation, awareness must be followed by sustainable practices. In this endeavour, different departments, along with the institution's very own Nature Club and various associated and dedicated committees, have undertaken several initiatives and organised different activities to reduce our institutional and societal carbon footprint and inculcate greener practices. Listed below are the details of many such initiatives being undertaken and strengthened. Our environmental policy To create awareness regarding environmental policy amongst the students and Teachers. To maintain a pollution-free campus by avoiding tobacco, pan-masala, and its subsequent chewing within the campus. Tobacco-free campus signboards are displayed at various strategic locations throughout the campus in accordance with government rules and regulations. To sensitise the students and staff regarding the safe and sustainable use of potable drinking water, we have provided purified (RO aqua-guard) drinking water facilities within the campus. To implement Rain Water Harvesting on campus, we collected rain water from the college roof and allowed it to percolate into the system, assisting ground water recharge. We have built seating arrangements under the shade of trees on our campus to reduce noise pollution. To use Use me dry and wet dustbins on the

college campus so as to keep the college campus clean. Protection and nurturing of the flora and fauna within the campus is given considerable priority. Tree Plantation: Our institution is committed whole-heartedly to the cause of the environment. We regularly take up tree planting initiatives on our campus as well as outside. The College organises regular tree plantations and poster competitions on environmental themes to raise awareness about nature and natural resources. In collaboration with various departments, cells, and committees, the college organises regular plantation drives. Teaching and non-teaching staff members, along with students, actively participate in these tree planting drives. Objectives of the Practice We have identified the following objectives that are in tune with the practice: 1. To raise environmental awareness among students, resulting in better environmental management, greater sustainability, and an improvement in the quality of life for all stakeholders associated with the campus. 2. To make the campus as pollution-free as possible. to safeguard every connected stakeholder from the adverse effects of environmental pollution. Plant more trees and protect the ones that are already there. 3. To keep the campus cool and clean by putting into practise energy conservation strategies. Evidence of Success: This best practise has proven to be successful through the following activities: 1. Through periodical tree plantations, flora and fauna on the campus have been enriched, resulting in the transformation of the campus into an eco-friendly one. 2. An awareness campaign for the plastic-free campus through signboards and display boards has made the campus overall plastic free. 3. Through workshops/seminars/NSS/Nature Club, students are made aware of the various environmental issues. 4. A mandatory course on environmental awareness at the B.A./B.Sc./B.Com level is taught. Problems Encountered and Resources Required: While carrying out this practice, the following problems are encountered by the college: 1. Green Campus initiatives are challenging, so they require determination and a long-term commitment from all the stakeholders. 2. The Green Campus initiative is a rather expensive practice. It needs expert advice and an investment of resources. 3. Sufficient manpower is needed to sustainably maintain green practices. 4. Lesser awareness among the students and community towards environmental issues aggravates the problem levels. 2. Gender Sensitization Gender Sensitization is a basic requirement to understand the sensitive needs of a particular gender. It helps us to examine our personal attitudes and beliefs and question the realities that we thought we know Why gender equality is important to economic development? Sustainable development relies on ending discrimination toward women and providing equal opportunities for education and employment. Gender equality has been conclusively shown to stimulate economic growth, which is crucial for developing countries. Gender sensitization presides over gender sensitivity, the modification of behavior by raising awareness of gender equality concerns. This can be achieved by conducting various sensitization campaigns, training centers, workshop, programs etc. Observing the gender equality, the girls are provided with various facilities and special attentions. The objective is not only the equality and empowerment of male and female but transgender also. It also aims to provide a harmonious and fertile environment for all students to excel physically, mentally, intellectually and emotionally upholding ethics and values. It is necessary to change their perspective about gender and create safe and secure environment where all three genders coexist harmoniously. Goal Gender mainstreaming wants to contribute towards a gender sensitive society where agreement between individuals, united around common goal, opportunities and responsibilities are shared by women and men in equal measure. Objectives 1. To establish good gender balance in decision-making processes in all areas of the college activities. 2. To suggest measures for bridging the gender gap. 3. To implement the human values regarding the third gender. 4. To inculcate the awareness among the students about the equality of the gender. The Practice Special study room, stair-case, two-wheeler parking, Separate Circulation Counters, Reading

Rooms, Ladies Room, Washroom Facility, Sanitary Napkin Vending Machine are provided for the girls. They are also given self-defense trainings like Judo Karate etc. Our college has Anti- Ragging and Discipline Committee, and Anti-sexual Harassment Cell. The girl students are provided opportunities to express themselves under Women Development Cell, through these conduct Training activities, Girls NCC, Beti Bachao, Self Defense and Yoga. Meditation Camps are also organized for students. The lectures of eminent personalities are held on various topics to develop their personalities. Various gender sensitization programmes are organized by different committees in the college to bring out the overall development of girls and boys and thereby to mould a better society with equality. It is observed that now a day's third gender issue is very sensitive. They are fighting for their identity as a person in society. Society has neglected this race and considered them as an abuse. Focusing on this issue our college has taken a step to aware our students about the third gender as well as the importance of the gender equality among the society.. The Institute has taken initiatives to make awareness among the society about the Gender Equality, Gender Sensitization, and Third Gender etc. Evidence of Success Gender sensitizing programme brought the change in behaviour and instilling understanding the thoughts and the views that we hold about our own and the other genders. It helps people in examining their personal attitudes and beliefs and questioning the realities they thought they know.

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

<http://gckalka.edu.in/Data?Menu=d5jo6AxztEo=&SubMenu=yzxTEz4vztw=#>

### 7.3 – Institutional Distinctiveness

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

The college stands as the oldest institution of higher learning in the region, having catered to the academic needs of the community since its establishment in 1970. Conveniently located in the Foothills of Himalayas, adjacent to the main bus stand, the college campus is easily accessible, being just 1 KM from the citys railway station. This strategic location ensures accessibility not only for students residing in rural and semi-urban areas of Panchkula district but also attracts learners from neighboring districts of Haryana, and Himachal Pradesh. Students from diverse geographical, cultural, and linguistic backgrounds enroll at the college, reflecting a rich tapestry of social and economic diversity. The college is committed to ensuring that every aspiring learner has access to higher education, irrespective of geographical, social, or economic constraints. With an affordable fee structure and numerous scholarships for meritorious and economically disadvantaged students, the college endeavors to make education accessible to all. Recognizing the challenges faced by students who commute daily, the college collaborates with the Haryana Transport Department to provide subsidized bus passes, facilitating their attendance. The majority of our students hail from rural backgrounds or socially and economically disadvantaged sections of society, many being first-generation learners in higher education. Our mission is to foster a supportive environment that celebrates diversity, ignites curiosity, and nurtures creativity. With the distinction of hosting the oldest postgraduate departments in the district, the college offers postgraduate courses in two subjects. We believe that accessible and affordable education should not compromise quality. Hence, the college boasts well-qualified faculty, expansive campus, and modern infrastructure. Various cells, societies, and committees organize competitions, lectures, and workshops to hone students talents and skills. Our students have achieved remarkable success, not only academically but also in cultural and sports activities, solidifying the colleges reputation as a premier institution

of higher education in the region.

Provide the weblink of the institution

### **8.Future Plans of Actions for Next Academic Year**

1. Promotion of Quality research through Major/Minor research projects as granted by UGC and support to such endeavours through seed money provided by the institution. 2. To upgrade students support system by implementing Single Window System of Admissions with effect from academic session 2019-2020. 3. Enhanced use of online courses and E-resources in Teaching-Learning process. 4. To develop a High Tech Audio-Visual Facility cum Studio. 5. There is a need to construct the Information Technology Block in the college campus. 6. Construction of 10 teaching staff quarters and Principal residence