



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	GOVERNMENT COLLEGE FOR GIRLS
Name of the head of the Institution	Vijay Adlakha
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	0124-2223222
Mobile no.	9868892926
Registered Email	gcgggn@gmail.com
Alternate Email	vijayadlakha.dr@gmail.com
Address	Govt. College for Girls, Sector-14, Opposite Kalyani Hospital, Mehraulli Gurgaon Road
City/Town	Gurugram
State/UT	Haryana
Pincode	122001

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Women			
Location		Urban			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Dr Sandeep Maan			
Phone no/Alternate Phone no.		01242223222			
Mobile no.		9868447249			
Registered Email		sandeep.mann23@gmail.com			
Alternate Email		gcggn@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		https://gcn.ac.in/MenuData?Menu=d5jo6AxztEo=			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		https://mdu.ac.in/UpFiles/UpPdfFiles/2019/May/Academic%20Calendar%20for%20the%20session%202019-20.pdf			
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
2	B	2.66	2009	15-Jun-2009	14-Jun-2014
6. Date of Establishment of IQAC			23-Apr-2013		
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		

Pre-Job Fair Training	20-Jan-2020 12	960
Submission of AISHE Data	24-Feb-2020 1	0
Online Internal Assessment Examination	03-May-2020 12	6000
Online EVS Examination	11-May-2020 1	2249
National Conference (Online)	05-Jun-2020 2	534
International Conference (Online)	29-Jun-2020 2	200
Poshan abhiyan	01-Sep-2019 30	107
Webinar on Emergence and Development of Sociology in India	12-Jun-2020 1	100
Unlock your Mind during Lockdown by Department of Commerce	27-Apr-2020 3	2854
Rally for Voter Awareness	30-Sep-2019 1	50
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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
Central/State Govt.	RUSA	Central/State Govt.	2019 1	12500000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
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12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. Maxime utilization of ICT after outbreak of Covid19 and imposition of lockdown: Utilizing ICT like social media app to overcome the physical limitation for teacher taught interactions. Online teaching study notes. Conduct of online examinations/evaluation including Internal assessment, Compulsory Computer Education EVS. 2. Training of students staff: Like placement training, online ACR filing, workshop on cyber security etc. 3. Organization of online conference/seminar. 4. Upgradation of ILL from 2MBPS to 50 MBPS, Proposal for further upgradation to 100 MBPS send to the department of higher education for approval. 5. Submission of AISHE data and IIQA with NAAC.

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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
More target oriented activities to be organized.	Pre-Job fair training was organized to help student prepare for Job fair
Development of e-Contents	Teachers were encouraged to develop e-Contents. These were shared with students during lockdown.
Organization of Conference/Seminar/Workshops	International/National conference were organised
Upgradation of sports facility	Pavilion and stairs of audience were erected during drive for rejuvenation of sports facilities in the college
Apply for NAAC Accrediation	IQAC was successfully submitted and accepted by NAAC
More ICT integration	ILL bandwidth upgraded, VC facility setup
Stronger Mentor-Mentee Relationship	Mentor groups were strengthened and these proved helpful during the outbreak of pandemic
Fresh Student Counselling	Fresh students were introduced with the college and hostel through directed counselling session
Student Assistance during Admissions	Committees were formulated to help student during admissions and answer their query
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14. Whether AQAR was placed before statutory	Yes
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body ?					
<table border="1"> <tr> <td>Name of Statutory Body</td> <td>Meeting Date</td> </tr> <tr> <td>College Council</td> <td>20-Sep-2021</td> </tr> </table>		Name of Statutory Body	Meeting Date	College Council	20-Sep-2021
Name of Statutory Body	Meeting Date				
College Council	20-Sep-2021				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2020				
Date of Submission	24-Feb-2020				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Department of Higher Education has come up with a visionary plan called DHEIT plan and under this one module of MIS (http://mis.highereduhry.com) is being maintained. Various important data maintained includes</p> <ol style="list-style-type: none"> 1. All College Staff: Details of the regular college staff are maintained here with facility of registration of new and updating of old staff members. 2. Extension Lecturer List: This module maintains the details of extension lecturer posted in different subjects. 3. Workload Analysis: Workload of different subject, post sanctioned and present status is maintained and analysed online by the department. 4. There are other MIS software also that are being used for other works like HRMS, eSalary, ERP, CMS etc. 				

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 academic session starts with the meeting of IQAC, college council, staff members, and controller of examination. The academic calendar prepared by MDU University and Gurugram University both are introduced before the commencement of the academic session. The PAC (Program Assessment Committee) cross-check the given events and plan for their implementation. This meeting deliberates the information of courses for even and odd semesters, dates of commencement of

class work syllabus completion, examination, list of holidays, and a total number of working days. Departments are directed to create time table within the stipulated time with the utilization of complete infrastructure and resources available in college. Time table is displayed throughout the college and over the website. Faculty Members then prepare the Monthly and Weekly Lesson plans indicating the topics to be covered, teaching methodologies being applied, an assignment given, and the number of Lectures involved. Time table, Lesson Plan, and Syllabus are shared and discussed with students during Mentor Session. A large number of faculty members from different departments in college has contributed to the revision of current undergraduate and postgraduate syllabi. The curriculum is followed with the involvement of additional information, resources/hands-on activities/projects, and value-added initiatives by faculty members of all the departments. Analytical skills of students are also improved by organizing lectures by eminent academicians, lab visits, industrial visits, and educational trips. Teachers make efforts to meet challenges offered by slow learners and advance learners by giving tests and projects. During session 2019-20 when the whole world was facing the Covid-19 pandemic, regular online lectures were taken by teachers without any break in studies. Regular timetable and lesson plans were followed by teachers during the lockdown. Lectures are also prepared for EDUSAT Telecast under the guidelines of Higher education Haryana, this content is delivered through the channel at Haryana EDUSAT on cable/DTH Network in the state of Haryana. Online Webinars, Conferences, and Workshops at the state or national level are also organized to give exposure to students. The academic schedule prescribed is strictly adhered by all departments. Different assesment activities formative, summative and practical are held successfully and their record is maintained and shared with students.

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
JOB TRAINING	Nil	20/01/2020	15	YES	This course is introduced to improve speaking skills, data management and personality development. After this a job fair was also planned but could notdone due to COVID-19 Pandemic.

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
View File		

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
Nil	NIL	Nil

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Youth Red cross Camp	22/10/2019	50
Clean and Green Campus	01/08/2019	300
LIFE IS GAME PLAY IT	02/09/2020	60
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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
BA	ECO HONS	Nil
BSc	MEDICAL AND BOTANY HONS	310
BSc	HOME SCIENCE	Nil
MCA	COMPUTER SCIENCE	50
BA	GEOGRAPHY	Nil
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
Feedback is received from the students in various modes including face to face interaction, informal means like discussion and through the suggestion box installed in principal office for the same. Mentor sessions are organized online, offline and on whats up groups to reach out to the problems of the students. Then departmental or mentor committees meet every semester to discuss these problems and to give solutions. Orientation programs are organized at both college and hostel level to address the problems faced by parents and students during and after admission. Parents are free to meet the faculty members and principal anytime during the academic year. The feedback collected

is summarized and presented before the conserved committees in the college for further implementation, concerned staff members are informed of the individual feedback if any.

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
BSc	Pass (Non Med+ CS)	320	829	298
BCom	Hons	60	708	58
BCom	Pass	480	1521	479
BA	Pol Sci. (Hons)	60	386	60
BA	History (Hons)	40	175	38
BA	Hindi (Hons)	60	237	58
BA	Geography (Hons)	60	143	51
BA	English (Hons)	60	459	60
BA	ECO (Hons)	60	243	54
BA	Pass	560	3210	549

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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
2019	6626	517	146	15	26

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	Numberof smart classrooms	E-resources and techniques used
187	120	21	21	14	21

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

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

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

To help students cope with confusion, apprehension or stress on the academic, professional or emotional front,

or rather, to attenuate the possibility of students facing such problems, a batch of 50-60 students are assigned to a “mentoring group”, where the students are guided by teachers (mentors) of the college. Our college has been religiously following the process of maintaining this mentor-mentee system, wherein, as soon as a pupil is admitted to the college, she is assigned a mentor, preferably from the same department as her stream of study, and the students can freely approach her mentor throughout her college life, and even after she leaves college, she may seek guidance from her mentor. Efforts are made to ensure that students are able to achieve the highest level of personal interaction with their mentors, and given the huge number of students enrolled in our college, we believe that we have been able to achieve the smallest possible mentee- mentor ratio. The details regarding the groups and mentors are available on the college website, and are updated regularly. Mentoring sessions are regularly held to spread awareness about pertinent issues, motivate students to be a Good Samaritan, and most importantly, for addressing students’ problems. In fact, for easy information flow and to curb the problem of unavailability of students and teachers at the same place and same time, the mentees are connected to their mentors via a dedicated whatsapp group. Moreover, student oriented societies like NCC and NSS function with mentors, who then act as guides for the various activities and interactions within these. All subject societies in the departments, in a way, function as mentors themselves, and help students in organizing different academic festivals. Collaborated and cohesive team work by various cells, viz. Placement Cell, Sexual Harassment Cell, Women Empowerment Cell and Student Welfare Committee ensures that students are never left clueless about any problem or issues they face in college, or even outside college. A highly cordial association between students and teachers, and a conducive environment for all, is always aimed for.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
7143	187	1:38

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
181	187	Nil	11	71

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
2019	Dr. indu Rathee	Assistant Professor	Merit certificate for excellent work in youth red cross by University Youth Red Cross
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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
BA	B.A (Hons.) Hindi	6th sem	21/10/2020	11/11/2020
BSc	B.Sc (Hons) Bot any	6th sem	22/10/2020	10/11/2020
BA	B.A (Pass)	6th sem	17/10/2020	11/11/2020

BCA	BCA	6th sem	17/10/2020	05/11/2020
BCom	B.Com (Pass)	6th sem	18/10/2020	08/11/2020
BSc	B.Sc (Pass)	6th sem	18/10/2020	10/11/2020
MCom	M.Com	4th sem	26/09/2020	16/11/2020
MA	M.A Geography	4th sem	26/09/2020	16/11/2020
MSc	M.Sc Computer Science	4th sem	15/09/2020	17/11/2020
MA	M.A English	4th sem	26/09/2020	23/12/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college is obliged to adopt all reforms of the university with regard to evaluation. The internal assessment system is geared towards mapping individual differences in performance (written/oral expression, comprehensiveness and accuracy of information, analysis and coherence of presentation). At the same time, it takes into account the individual student's progression/improvement over time on the performance parameters and gives quantitative and qualitative credit for the same. Multiple written assignments (class/home) are arranged for the students to help them enhance their writing skills, prepare for examinations and improve their performance. Other kinds of creative evaluative strategies, like oral tests, quizzes, objective tests are also used. For both assignments and projects, students are encouraged to explore and research on topics beyond the curricula. They are also encouraged to make presentations on their topics to help them hone their presentation skills and confidence. The Annual Report presented on the occasion of the College Day held annually is a very important context for conveying the institution's policies to the external stakeholders. The alumnae meet is yet another context for sharing the evaluation process and reform policies. The website in this technology driven world is inevitably the fastest means of doing so and has the widest possible reach. The institute is very well aware of its role in this process. The college through university website, college website, periodic instructions and timely notices, announcements, general students assembly and tutorial meetings make the students and faculty aware about the basic eligibility criteria for internal evaluation process. These are occasions for the college to share the evaluation process as well as the details of any new reforms that might have been introduced. At the end of each semester the Principal ask HOD/ staff members to submit the internal assessment marks of each eligible student of all streams and verifies the same. The names of the students who fall short of required attendance are displayed on the notice board. The parents of such students are asked to meet the Principal to discuss the matter so that they are more disciplined and regular in the next term.

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

As part of quality initiatives, both universities i.e. MDU Rohtak Gurugram University, Gurugram have formulated the Programme Outcomes(PO), Programme Specific Outcomes(PSOs) and Course Outcomes(CO) for all programmes. These outcomes as stated have been incorporated in the prescribed curricula of the concerned courses and displayed on the both universities website to facilitate accessibility to various stakeholders including the teachers and students. The schemes, syllabi along with POs, PSOs and COs of various programmes are communicated to the stakeholders through college website. The College institution is committed to conducting programmes that are immensely supportive of the holistic growth of its students and also meet their future prospects

requirements of the society, region and the nation. At the beginning of every semester, the faculty of each Department share and discuss with the students about the course structure of their respective courses. The teachers elaborate Programmes outcomes, Specific outcomes and Course outcomes in their respective classes to the students. As part of the Choice Based Credit System, students are encouraged to check the content of courses that they intend to take before registering for particular course. The college also follows various ways in the learning outcome process like:- Copies of the entire syllabi are kept in the individual Department staff rooms for the student's reference and also made available on the College Website. The communication mechanism for the students also include the college universities website, through induction programmes, mentor-mentee interactive sessions. The participation of students at every level including classes, extracurricular activities, excursion trips and co-curricular activities help in facilitating the achievement of the intended learning outcome. The transparency and objective approach maintained at the level of assignments, tests and assessments and their communication to the students, the realistic analysis of the areas in which they need improvements or further strengthening help in achieving the stated outcomes. In the recent years, the College also encourages its faculty to use digital avenues like Smart Classrooms/ Google Classrooms to disseminate knowledge and share information of the curriculum. Use of mobile applications for sharing of information is also encouraged. The students' performance is evaluated through tests and assignments given for internal assessment. The attendance and the scores they get in exams are conveyed to them. The external examination is conducted by the university. The teachers appraise the performance of their students and mention it in their ACRs. The college provides such conducive environment through teacher-student interaction that their latent skills and talents are exhibited and developed. This prepares them to perform well in professional as well as other spheres of life. Faculty members are communicated through email by the Principal Office/Head of the concerned departments.

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://mdurohtak.ac.in/info/syllabi.html>

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.A (Hons.) English	BA	English	51	48	94.12
B.A (Hons.) History	BA	History	34	18	52.94
B.A (Hons.) Hindi	BA	Hindi	50	45	90
B.A (Hons.) Pol.Science	BA	Political Science	57	41	71.93
B.A (Hons.) Geography	BA	Geography	29	21	72.41
B.A (Hons.) Economics	BA	Economics	48	36	75

B.A (Pass)	BA	Nil	486	320	65.84
B.Com (Pass)	BCom	Nil	451	351	77.83
B.Com (Hons)	BCom	Nil	56	53	94.64
BCA	BCA	Nil	115	90	78.26
View File					

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)

https://docs.google.com/spreadsheets/d/1qe-tc8u-Z3s_fzBFjDW8w18iZN7RyRRBPemMxUECwMk/edit?usp=sharing

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
Nil	0	NA	0	0
View File				

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
NIL	NA	

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	NA	NA	Nil	NA
View File				

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	NA	NA	NA	NA	Nil
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
1	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	Chemistry	2	Nil
International	Computer Science	6	Nil
International	Economics	1	Nil
International	English	2	Nil
International	Home Science	2	Nil
International	Mathematics	12	Nil
International	Physics	1	Nil
International	Public Administration	2	Nil
International	Zoology	4	Nil
View File			

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
Chemistry	1
Commerce	13
Maths	1
Physics	3
Public Administration	1
View File	

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 mentioned in the publication	Number of citations excluding self citation
Multi fractals of Generalized Multivalued Iterated Function Systems in Hausdorff b-Metric Spaces with Applications	Sudesh Kumari, Renu Chugh, Jinde Cao and Chuangxia Huang	Mathematics	2019	10	Government College for Girls Sector 14, Gurugram	8
Optimization of complex nonlinear systems	Chhavi Mangla, Musheer Ahmad Moin Uddin	International Journal of Information Technology	2020	4	Jamia Millia Islamia, New Delhi	4

using genetic algorithm		gy, Springer Nature				
Cinnamaldehyde regulates H ₂ O ₂ induced skeletal muscle atrophy by ameliorating the proteolytic and antioxidant defense systems	Nirmaljeet Kaur, Prachi Gupta, Vikram Saini, Sandeep Sherawat, Sanjeev Gupta, Anita Dua, Vinod Kumar, Elisha Injeti, Ashwani Mittal	Journal of cellular physiology	2019	10	Skeletal Muscle Laboratory, Institute of Integrated and Honors Studies, Kurukshetra University, Kurukshetra, Haryana 136119, India	14
S-allyl Cysteine: A Potential Compound Against Skeletal Muscle Atrophy	• Gupta P Dutt V Kaur N Kalra P Gupta S Dua A Dabur R Saini V Mittal A	Biochimica et Biophysica Acta (BBA) - General Subjects	2020	10	Skeletal Muscle Laboratory, Institute of Integrated and Honors Studies, Kurukshetra University, Kurukshetra, Haryana 136119, India	1

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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
Multi fractals of Generalized Multivalued Iterated Function Systems in Hausdorff b-Metric Spaces with Applications	Sudesh Kumari, Renu Chugh, Jinde Cao and Chuangxia Huang	Mathematics	2019	32	8	Government College for Girls Sector 14, Gurugram

Optimization of complex nonlinear systems using genetic algorithm	Chhavi Mangla, Musheer Ahmad Moin Uddin	International Journal of Information Technology, Springer Nature	2020	1	4	Jamia Millia Islamia, New Delhi
Cinnamaldehyde regulates H ₂ O ₂ induced skeletal muscle atrophy by ameliorating the proteolytic and antioxidant defense systems	Nirmaljeet Kaur, Prachi Gupta, Vikram Saini, Sandeep Sherawat, Sanjeev Gupta, Anita Dua, Vinod Kumar, Elisha Injeti, Ashwani Mittal	Journal of cellular physiology	2019	10	14	Skeletal Muscle Laboratory, Institute of Integrated and Honors Studies, Kurukshetra University, Kurukshetra, Haryana 136119, India
Efficient room temperature methanol sensors based on polyaniline/graphene micro/nano composites	Rishi Pal, Snehlata Goyal, Ishpal, Smriti Sharma	Iranian polymer journal	2020	41	5	Govt Girls College, Sector-14, Gurugram
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	129	15	Nil	1
Presented papers	7	26	2	1
Resource persons	Nil	Nil	Nil	Nil
View File				

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	Number of students participated in such
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		activities	activities
Provide volunteer services at CSR Campaign where wheelchairs, Rickshaws and other helping aids distributed to differently abled people	Guru Jal Campaign of Gurugram District Administration for conservation of water	3	60
Poster Making activity and Rally to create awareness about 9th Round of National Deworming Day	As per guidelines of Department of Higher Education, Haryana	3	50
"Jal Diwas", Oath	Gurujal Committee, Gurugram administrative authority (DC)	3	60
Swachhta Drive	SWACHH Bharat Summer Internship Programme	3	20
Meeting related Guru Jal Campaign.	Gurugram administrative authority (DC)	3	Nil
Webinar on CORONA HEART ISSUES	Narayana Superspeciality Hospital	5	90
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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
Inter college Competition, Sidhrawali	Best cadet, NCC quiz, Firing, Map Reading	GC, Sidhrawali	8
Combined Annual Training Camp -172	nil	2 Har girls Battalion, Rohtak	13
Army Attachment Camp	Quiz, Drill	2 Har NCC battalion, Ambala	4
First Prize at State Level in Legal Literacy Cell Competitions	Haryana State Legal Aids Services	Nil	Nil
Third Prize at State Level in Legal Literacy Cell Competitions	Haryana State Legal Aids Services	Nil	Nil
View File			

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
Gurujal Campaign	DC Office, Gurugram	Borewell Sealing	1	15
Enforcement Drive campaign	DC Office, Gurugram	nil	1	15
Adoption of old age people	Red Cross Committee	To take care of old age people in rural areas.	1	16
Adoption of old age people	Red Cross Committee	To take care of old age people in rural areas.	1	16

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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	NA	NA	Nil

[View File](#)

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	NA	NA	Nil	Nil	Nil

[View File](#)

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	NA	Nil

[View File](#)

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
12.84	9.3

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
Others	Newly Added

[View File](#)

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	2012

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	41746	Nill	610	263110	42356	263110
Reference Books	1236	Nill	1236	Nill	2472	Nill
e-Books	138521	5900	25788	5900	164309	11800
e-Journals	6328	Nill	6150	Nill	12478	Nill
Library Automation	42356	Nill	462	Nill	42818	Nill
Weeding (hard & soft)	20003	Nill	Nill	Nill	20003	Nill

[View File](#)

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
Siloni Verma	LMS	Shiksha Setu app	05/05/2020
Dr. Mansi Arora	Chromosome and Genomic Organization	Shiksha Setu App	15/04/2020
Archana Soota	Chlamydomonas Life Cycle	YouTube	29/11/2020
Archana Soota	Algae	YouTube	14/04/2020
Anita Rathee	Botany	YouTube	13/07/2020
Anuradha Sabharwal	YouTube	YouTube	14/07/2020

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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	118	6	2	2	1	0	1	50	0
Added	0	6	2	2	1	0	0	0	0
Total	118	12	4	4	2	0	1	50	0

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

50 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	NA

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
3.3	2.42	9.54	6.88

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 ensures optimal allocation and utilization of the available financial resources for maintenance. Regular meetings of various committees constituted for this purpose are held. The highlights of the procedure and policies are 1. Laboratory: Every year department is asked for its requirement. The purchase is done by constituting purchase committee. Every item purchased is maintained in the Stock Register and stocks are annually verified.. 2. Library: Demand received from various departments is forwarded to the library committee which in turn processes the purchases as per fund available. Numerous different committees, namely Library Committee, e Learning committee. Digital Committee etc, are formed to look after different aspects of library requirement. 3. Sports Complex is looked after by the department of Physical Education with number of sports facility already there and more coming like stadium, gym etc 4. Computers are looked after and purchased through hardware, software committees formed for the purpose. Demand from different department is collected time to time. 5. Class rooms: Central Time table is designed by the time table committee after inviting suggestions from different departments keeping in view the maximum utilization of available resources.

<https://gcggn.ac.in/MenuData?Menu=d5jo6AxztEo=>

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	Haryana State Schemes	1160	14592820
Financial Support from Other Sources			
a) National	NSP	153	1080000
b) International	Nil	Nil	Nil
View File			

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
Soft Skill Development	21/02/2020	92	Sh Vinay Kumar Singh
Functional Language Lab	24/10/2019	600	English Deptt
Interactive Sessions on Soft Skill	22/08/2019	96	Dr Ritu Tomar
Mentor	01/07/2019	7143	Mrs Kusum Bareja
View File			

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
2020	Placement Cell Grant	Nil	960	Nil	Nil
View File					

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
Nil	Nil	Nil

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
Nil	Nil	Nil	Nil	Nil	Nil
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
Nill	34	BCom Hons	Commerce	Various	PG
Nill	15	BSc	Chemistry	Various	PG
Nill	10	BA Eco Hons	Economics	Various	PG
Nill	14	BSc Home Sc.	Home Science	Various	PG
Nill	20	BCA	Computer Science	Various	PG
2019	32	BCom Pass	Commerce	Various	PG
2019	51	BSc Zoology	Science	Various	PG
2019	29	BA	Arts	Various	PG
2019	15	Bsc Math Hons	Mathematics	Various	PG

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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
NET	4

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

Activity	Level	Number of Participants
Talent Search Competition	College Level	400
Basant Festival	College Level	400

[View File](#)

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	00	Nill	Nill	Nill	0000	Nill

[View File](#)

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

Not Applicable

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Yes the institution has registered Alumni Association. Meetings of the association are held from time to time. The association comprises faculty members as well as ex students of the college. The principal Dr. Vijay Adhlakha presided over one such meeting held on 3rd November 2019 with the following faculty members - Ms. Vijeta Narwal, Mr. Amitesh Boken, Ms. Pushpa Yadav, Ms. Indu Yadav, Ms. Sarika Jain, Ms. Sushila Shrivastav, Ms. Kusum Lata, Ms. Seema Yadav and Ms. Sikandra. It was decided that the alumnae would be invited for tea and lunch. The enrolled alumnae would be informed about the same telephonically and by post. It was recommended that a contribution of Rs. 300/- each be received from the alumnae for the above mentioned purpose. the cooperation and suggestions of the alumnae would be solicited regarding the academic and structural development of the college.

5.4.2 – No. of enrolled Alumni:

82

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

24600

5.4.4 – Meetings/activities organized by Alumni Association :

Yes the institution has registered Alumni Association. Meetings of the association are held from time to time. The association comprises faculty members as well as ex students of the college. The principal Dr. Vijay Adhlakha presided over one such meeting held on 3rd November 2019 with the following faculty members - Ms. Vijeta Narwal, Mr. Amitesh Boken, Ms. Pushpa Yadav, Ms. Indu Yadav, Ms. Sarika Jain, Ms. Sushila Shrivastav, Ms. Kusum Lata, Ms. Seema Yadav and Ms. Sikandra. It was decided that the alumnae would be invited for tea and lunch. The enrolled alumnae would be informed about the same telephonically and by post. It was recommended that a contribution of Rs. 300/- each be received from the alumnae for the above mentioned purpose. the cooperation and suggestions of the alumnae would be solicited regarding the academic and structural development of the college.

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 practices decentralization and participative management in keeping with its belief in collective leadership and democratic traditions. Role of the Head of the Department:- The Principal, who is the academic and administrative head of the institution, extensively delegates authority to oversee the working of various departments to the senior most faculty of that department. The Head of the department convenes departmental meetings where the college time-table is discussed and programs and lesson plans for the entire team are decided. He/She is empowered to make adjustments in the routine and to allot teaching assignments and evaluation duties. He/She is at liberty to introduce creative and innovative measures for the benefit of students. The Heads of the department, in consultation with their department oversee the marks submission of all internal assessments and examinations of the department. They determine various teaching and learning innovations and other academic priorities. They function as nodal agents of the academic and administrative processes in the college. Role of the Convener and Members of committees:- At the beginning of the academic session various committees are

formed e.g. Admission committee, library committee, Purchase committee, Examination committee, legal literacy cell, Beautification Committee, Court Case Committee, Building Fund Advisory Committee, Canteen Committee, Sexual Harassment (internal complaint committee) etc. Each committee is headed by a convener and 3 to 4 members who work in coordination for the smooth functioning of the Institute. Additionally, teachers discharge an energetically pervasive role as motivators and spearheads of cultural and socially conscious activities in the institution by steering the NCC, NSS unit, Women cell, Cultural committee and the Sports club among other laudable cells and societies. The extensive delegation of authority to the heads and conveners of various departments and committees reflect the practice of participative management followed in the Institute.

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
Admission of Students	Admission is done as per the govt. norms. Applications are invited online and the first three merit lists are prepared at the DHE level. Admission committees are formed to fill the still vacant seats according to merit and reservation guidelines through physical counselling after verification of the documents. The mode of fee payment is online which is done after the generation of challan.
Industry Interaction / Collaboration	The College takes up collaborative quality initiatives with other institutions and organisations. Job fairs are organised annually in the college and for this purpose the college collaborates with various companies. In Oct. 2019 one week workshop on ' Developing Life Skills' was organised by the women cell of the college in association with Sri Satya Sai organisation. A three day workshop was conducted in Jan 2020 on 'Mental Health Issues" in association with Venkateshwara hospital, Delhi. A basic health medical check-up was organised in association with Aarvy hospital benefitting 200 girls.
Human Resource Management	All vacancies are filled with qualified staff, teaching as well as non-teaching. Teaching staff is involved throughout the year in the admission process, teaching activities, planning and executing activities of various committees, performing invigilation duties and marking answer scripts. Similarly the non-teaching

staff perform their duties in their respective domain. They are also engaged in non-invigilation work for the smooth conduction of examinations. During the semester break they are involved in the task of preparing for the new session.

Library, ICT and Physical Infrastructure / Instrumentation

The College has a well maintained automated library. It has a total of 44548 books. E-resources are made available to the students through National subscription of World E-book Library (WEL) and South Asian Archives (SAA). The campus is CCTV enabled to cater to the safety requirements. ICT is used in maintenance of student and staff records along with communication and document management. The institution has continually expanded its infrastructure, both physically and digitally. Today it has adequate infrastructure and physical facilities for teaching-learning viz. classrooms, laboratories, computing equipment etc. The college takes pride in being a differently abled friendly campus with yellow surface indicators to guide. Ramps and special washrooms for persons with disability have been constructed in the new science block. The college is endowed with auditorium, hostels, canteen, medical support system, gymnasium, playground and a huge parking facility.

Research and Development

The College promotes the culture of research and professional development among teachers. They are encouraged to publish research papers in reputed journals, to attend conferences, seminars, workshops and become members of professional bodies. In keeping up with this spirit 15 faculty members are currently pursuing their Ph.D.

Examination and Evaluation

Examination is held at the end of every semester and the learning outcome of the course study is manifested through examination results- results of house tests at College level and semester examination at University level. Periodic evaluation and internal assessment of students is done on the basis of assignments, presentations, class tests and attendance. This also helps the students grow in confidence for university examination.

Teaching and Learning

At the start of the session teachers

prepare a lesson plan according to the syllabus, which is displayed on the notice board of the respective departments along with the time table. Maximum utilization of well equipped library, ICT, Lang Lab, smart classrooms is ensured to enhance teaching learning. With the help of the developed technological world, college staff also uses smartphones with in-built social apps like Gmail, WhatsApp and other Google Applications to share notes with students. Continuous evaluation is carried out through Regular tests, Objective tests, Projects, Student Paper Presentations, Quizzes etc.

Curriculum Development

While revision and upgradation of the syllabi is done at the university level (MDU and Gurugram University) the college has a mechanism for effective curriculum delivery. At the commencement of each academic year, every faculty member provides the students with individual time plans. These time plans are adhered to, so that the student is able to gauge with a degree of clarity, what portion of the curriculum will be delivered within the stipulated time.

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

E-governance area	Details
Planning and Development	All messages, directions and updates are received from DGHE on the website and college email. ICT is extensively used to connect the administrative staff, faculty members and students. Planned activities and events of the institute, important notices and reports are also circulated via email and whatsapp. The college campus is equipped with CCTV cameras installed at various places.
Administration	E governance has been fully implemented since 2018-19 in the field of administration. MIS is in place. All data of staff is available on MIS andHRMS portal. All important information like sanction of leaves, transfer orders are published regularly on the website. Filling of ACR, declaration of property, applying for CCL is done online.
Finance and Accounts	The manual system has been completely replaced by the online system since

	2012. E-salary is a platform to disburse all kinds of remuneration/honorarium, purchase payments, salary etc. Unique Payee Code (UPC) has been generated for all the employees from group A to D regardless of nature of service. Even budget allocations are done online.
Student Admission and Support	Since 2015 admission process of students has become online. Mode of fees payment and filing of all forms like scholarship, Examination, Re-Appeal etc. is done online. Database of each student is on the college site. Siksha Setu mobile app contains all information related to fees, online admission, scholarships, important notices, circulars etc.
Examination	The process of filling examination forms, generating admit cards, uploading internal assessment marks, declaring results etc. are all done online. The roll number of the students along with their registration numbers are sent by the university on the portal of the college.

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	NA	NA	Nil
View File				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	Online-ACR training	Online-ACR training	05/07/2020	05/07/2020	53	Nil
View File						

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

Title of the professional development	Number of teachers who attended	From Date	To date	Duration

programme				
Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes	78	01/07/2019	30/06/2020	Nil
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
117	89	28	23

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>Since it is a government college it follows all government rules regarding welfare schemes. Various welfare schemes have been provided by the government through the facility of GPF (general provident fund) C.P.F (PRAN) and Pension fund to employees recruited before 31.12.2004. The facility of L.T.C (leave travel concession) is also available to both teaching and non-teaching staff members. Children education allowance has also been made available for the whole staff. All these schemes have been availed by hundred percent staff. Besides these schemes the members can take car loan, house loan and also computer loan. They can take advance from the GPF for different reasons like renovation of the house, higher education of children etc. All regular employees are given leaves as per govt. rules. Apart from this the female staff can avail maternity leave for</p>	<p>Apart from the above measures loan for purchasing wheat is also available during the season for Non-Teaching. Festival advance along with special allowance is also availed by the employees. These facilities are availed by class IV employees only. Non teaching Staff members can avail 15 EL in the first 10 years of their service, 20 EL for the next 10 years and 30 EL until retirement.</p>	<p>The students are provided with SC scholarship which is distributed by the department itself through DBT(Direct Benefit Transfer). Apart from this there is scholarship for SC, BC and meritorious students. The institution also offers Earn While You Learn scheme so as to enable the student to take on additional responsibility and make them financially independent. The institution doesn't charge tuition fees from girls.</p>

6 months and child care leave for a maximum of two years. In unfortunate circumstances miscarriage leave can also be availed. The male staff is eligible for paternity leave. In addition to these, there is provision for reimbursement of Medical Bills. This is available for all staff members and their dependents.

6.4 – Financial Management and Resource Mobilization

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

Internal Audit System:-All financial transactions at college level are monitored by the Bursar and DDO. It is only after the Bursar's recommendation that any bill is passed for payment as per Haryana govt. Rules and instructions. The college also has a cash book in which the entire details of income and expenditure are recorded. Every payment is made by account payee cheques, NEFT/RTGS and the amount is directly debited to the accounts. **External Audit System:-**The External Audit system has 2 main agencies to audit funds and grants of the college. • Auditors appointed by the Dept. of Higher Education Haryana, Panchkula. • Accounts General, Haryana. An audit of work done under RUSA was carried out on 13-14 August 2019 by Mr. Kawaljeet Singh CAO, DHE.

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
SBI Mehrauli Road	61000	10 Computers
View File		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Director Higher Education	No	Null
Administrative	No	Null	No	Null

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

There is no formal parent- teacher association in college.

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

There is no provision of development programs to support staff at college level.

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

Implementation of Mentor/Mentee system: Each teacher is made a mentor of 60 students. The same teacher continues to be the mentor of her batch till they pass-out of college He/She informs the mentees about various activities being held in college and guides the students academically as well as personally from time to time. He/she serves as a link between the administration and the students. Optimization and integration of modern methods of teaching and learning:-To make teaching and learning interactive and more visual, initiative has been taken for conversion of classrooms to smart class rooms each in the department of Physics, Biology, Zoology, Psychology, Geography, English and Computer Science. Adoption of Chandan Nagar Basti by NSS: -Under IQAC guidance NSS committee of the college has adopted Chandan Nagar Basti where a 7 day-night camp is organized annually by students. In the 2019-20 session various activities were undertaken during the camp- yoga and meditation sessions, extensions lectures on water conservation, oral hygiene, Swachh Bharat Abhiyan, Stress Management, Awareness regarding traffic rules and drug addiction. Workshop was held on First Aid and Nursing Training, Art and Craft. Stationary material and sanitary products were distributed.

6.5.5 – Internal Quality Assurance System Details

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

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
2019	Poshan Abhiyan	01/09/2019	01/09/2019	30/09/2019	107
2020	Online Internal Examination	05/03/2020	03/05/2020	14/05/2021	6000
2020	Online EVS Examination	05/03/2020	11/05/2020	Nil	2249
2020	National Conference (Online)	05/03/2020	05/06/2020	Nil	534
2020	International Conference (Online)	05/03/2020	29/06/2020	30/06/2020	200
2020	Submission of AISHE Data	01/01/2020	24/02/2020	Nil	Nil
2020	Pre-Job Fair Training	01/01/2020	20/01/2020	31/01/2020	960
2020	Webinar on 'Emergence and Development	05/03/2020	12/06/2020	Nil	100

	of Sociology in India'				
2020	Unlock your Mind during Lockdown by Department of Commerce	05/03/2020	27/04/2020	29/04/2020	2854
2019	Rally for Voter Awareness	01/09/2019	30/09/2019	Nil	50
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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
Mehandi stalls	03/08/2019	03/08/2019	100	Nil
Lecture on Need of Nutritious and healthy life style for young women as part of Poshan Maah Celebration	27/08/2019	27/08/2019	80	Nil
Eye Check up Health Check Up Camp	30/09/2019	01/10/2019	500	Nil
Lecture on Sexual Health and Hygiene by Dr Renu Yadav	30/09/2019	30/09/2019	74	Nil
International Girl Child Day Celebration	11/10/2019	11/10/2019	89	Nil
Talk on Career Opportunites in Defence Forces by Col. Sandeep Ahlawat	01/02/2020	01/02/2020	97	Nil
Gender Issues in India by Ms. Mona Chahar	12/02/2020	12/02/2020	100	Nil
Workshop on Life Skill Development	14/02/2020	03/03/2020	78	Nil

Strategies				
Counselling Sessions in the Girls Hostel	12/02/2020	14/02/2020	152	Nil

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
10

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	9
Ramp/Rails	Yes	9
Braille Software/facilities	Yes	6
Scribes for examination	Yes	4
Rest Rooms	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
View File							

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

Title	Date of publication	Follow up(max 100 words)
Not Available	Nil	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Intra-Level Legal Literacy Quiz Competition	13/02/2020	13/02/2020	25
Intra-Level Slogan/poem Writing Competition Legal Literacy	13/02/2020	13/02/2020	20
Intra-Level essay writing Competition Legal Literacy Cell	13/02/2020	13/02/2020	25
Intra-Level Skit Legal Literacy Competition	13/02/2020	13/02/2020	25
Intra-Level	13/02/2020	13/02/2020	15

Speech Legal Literacy Competition			
Intra-Level painting Legal Literacy Competition	13/02/2020	13/02/2020	15
Intra-Level PPT Legal Literacy Competition	13/02/2020	13/02/2020	15
Intra-Level documentary Legal Literacy Competition	13/02/2020	13/02/2020	10
Voters Day	25/01/2020	25/01/2020	500
View File			

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

1.Solar Energy The campus is partially equipped with solar panels. The hostels are provided with solar water heaters to harness solar energy Solar panels are installed in 3 hostels. The energy produced by solar panels is used for domestic consumption. There is no surplus production so no wheeling to grid.

2.Use of LED bulbs As a step towards energy conservation, the institution is phasing out CFL and replacing them with LED bulbs. 66 indoor and 43 outdoor CFL has been replaced. The college has replaced old fans with new energy-efficient fans.

3.The lush green gardens of the college ensures pollution-free environment. There is a botanical garden where numerous varieties of plants are kept to ensure proper check ok on carbon dioxide. There are around 1680 trees on the campus with 740 different varieties of trees and 940 varieties of shrubs.

4.Rainwater harvesting project has been implemented in the college since 2009. The whole system is maintained by Jan Swasthya Vibhag Gurugram. There are three recharge wells in the garden adjacent to the principal office. Two wells are there in the parking area and two are there on the front lawn near the main gate. Three well are there in front of Ganga Hostel. This water is used for ground-level improvement. Plantation drive is undertaken regularly during monsoon season to check air pollution and make the campus green.

5. waste management is based on 3 Rs – Reduce, Reuse and Recycle. Every effort is made to keep the institution clean and environment friendly. The MCG removes all solid waste from the campus. E-waste is routed through appropriate channels for proper disposal.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1.Community-oriented physical fitness and wellness activities through students Objectives 1.To promote the physical fitness of students as well as their inmates. 2.To recommend the necessary nutrients to meet the needs of physical and cognitive growth and development of the students. 3.To educate the neighborhood community for their physical, psychological, and social well-being. 4.To be aware of updated techniques of maintaining good health. 5.To educate the students about the benefits of regular participation in an integrated fitness and wellness program. The context 1.Current lifestyles in the modern world lack an adequate level of physical activity to support health benefits. There has been a deterioration of health and the development of chronic diseases among individuals leading to reduced quality of life.

2.Developing healthy lifestyle habits will have a dramatic effect on overall

wellness. Components of a healthy lifestyle include physical activity, balanced and adequate nutrition, rest, recovery, and stress management. Daily physical activity is one of the key components in developing and leading a healthy lifestyle. Only the people who are physically fit can positively contribute to society. The college takes utmost care to create awareness among the faculty, the students, and the neighborhood community about their wellness. Practices:

Sports and infrastructural facilities are provided as a platform for the physical and mental health of the students and their inmates. The teaching and non-teaching members utilize the playground and the courts to play games and to have some fun around. Students and teachers practice together. It creates a feeling of togetherness and builds a strong bonding between the teachers and the students. Hostel students enjoy playing indoor and outdoor games with their teachers. Yoga and recreation activities also play a significant role in the healthy growth and mental health of the students. Yoga classes are conducted every year by women cell and NSS of the college. Many faculty members also undergo yoga training regularly. Apart from the students, the children from the neighborhood and their parents also attend the yoga classes. The practice of organizing health camps for the students and the staff is being followed on the college campus every year. After the various health checkups, the students are advised to take proper diet and nutrients. So that the students can maintain good health. Extension lectures are delivered from time to time on the issues like obesity, eating disorders, the impact of fast and packaged food, and the promotion of an organic diet. Organizing blood donation camps in association with the District Red Cross society is a regular feature of the college. Firstly the students are taught about the importance of donating blood and further motivated to contribute to this healthy cause of society. Our NSS volunteers visit nearby locality and educate them about health and hygiene. They make them aware of the importance of casting votes and the environment through Nukkad Nataks. They persuade them to avoid plastic bags and motivate them to use paper bags. They guide them to make paper bags from the best out of waste. Small children are taught and guided by the NSS volunteers of our college. Evidence of the success The success of the practice can be felt in the working atmosphere of the institution. Everybody seems to be relaxed and stress-free. The fun and frolic during the play create a strong emotional bonding between teachers and the students and the happiness derived out of these activities improves the efficiency in work. It enables the participants to keep their bodies and minds fit. Practicing yoga makes them cheerful. It relaxes their muscles and body. It enhances their physical flexibility and helps them to solve modern day challenges in a healthy way. Teachers are more dedicated and enthusiastic for the welfare of the students and the students in turn are more aware of their duties towards society. The special drive becomes a great boon for society as well as the institution. Moreover, students are more aware of their social responsibilities. Our institution believes in making them good human beings rather than money making machines. One of the pieces of evidence is that the girls showed great enthusiasm while donating blood in the blood donation camp. Problems encountered and resources required The student-teacher ratio sometimes becomes a hindrance in creating one-to-one rapport. It becomes difficult for the teachers to discover the hidden talents of the students. The staff members are not able to take part in all of the sports activities fully because they are not living on the college campus. Moreover, they are busy most of the time in the college duties. Inadequate funds are another hurdle for developing proper infrastructure. Parents of the girls students do not support them and discourage them to play an active role in outdoor wellness activities. The girls students who belong to rural area find it difficult to take part in the morning and evening session sports practices. 2. SEHYOG Objective of the practice Sehyog came into existence by the efforts of a bunch of like-minded faculty members (Government College sector 14, Gurugram) who were helping the needy financially as well as socially in their small ways.

They created this platform for the collective charity and they became the inspiration for other staff members also, which made the platform bigger and stronger. Sehyog not only helps needy students to complete their education but also helps employees of the college in their hour of need. It works on the principle of self-reliance and also provides refundable loans so as to protect the self-respect of the employees. Its mission is to spread happiness in society. The belief is that if we spend time, money, and energy in the service of mankind, it not only makes our surroundings better but makes us better human beings. It is a small effort to make a college/society/ world a better place to live in. Practices In the year 2014, medicines, blankets, grocery and other items were donated for Jammu and Kashmir relief fund. The same year Rs. 1.00 lakh was given to Ms. Sunita Devi, widow of Mr. Chaman Lal, JLA of Botany Department. Rs 1.15 lakhs was donated to the widow of Mr. Rajesh Malik who was shot dead in the College of Sonapat. The donation was given to Ms. Vedo, sweeper of our college for the marriage of her daughter. Rs 1.82 Lakhs was given to the daughter of tabla player Mr. Hansraj in 2017. Rs 72,000 was given for the wedding of the second daughter of Mr. Hansraj in 2019. A loan has been given to outsourcing employees on a refundable basis as their pay budget was not sanctioned for more than 5 months. Every year Sehyog organizes a celebration lunch on the 'Makar Sankranti' and on 'Diwali' for class III and class IV employees of the college. The motto of Sehyog is the services of mankind. It is very well said that charity becomes at home first. So the faculty members came forward with the idea of helping the employees of the college and their family members on a priority basis. Moreover, it was a voluntary service and not a mandatory one. Therefore everybody devoted time, energy and money voluntarily. So it was not very challenging to design and implement this practice. Evidence of success Evidence of the success of Sehyog is reflected through the behavior of class III and class IV employees. It is also reflected in the working atmosphere of the college because the employees feel emotionally and financially secure. They have been attached to the institution for a long time. Some of the students who were helped by the Sehyog are now pursuing higher studies and some of them are working in different service sectors. They extend their gratitude to the teachers when they come for Alumni Meet. Some of the family members of class III and class IV employees of the college are still serving the institution. Problems encountered and resources required Since the number of students is very high in the college, therefore it is very tough for the teachers to do the scrutiny of the applications of the needy students. It is very challenging for them to judge whether the students are really needy or they are exploiting the resources. The teachers made the criteria to find out the really needy students. The students should be recommended by the head of the department and their class teachers and further interviewed by the committee.

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

<http://www.gcggn.c.in>

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 distinctive feature of our institution is the job fair which is being organized annually. The college has been organizing Job Fair annually. Apart from the benefit this Fair has for students, it is also a way to reach to society as a whole and provide skill manpower to society. It is a great opportunity for the students to get an insight to what they can look forward to in their future. Trainers, employers share information with potential Resource Persons and help them evaluate their career options. It is a fact from all the

Job Fairs that if 1000 students take training not all get the job. But this exercise provides them platform to them to make themselves more presentable and to become more organized. It also set some targets that they can achieve in future. The College can boost of this Fair as the whole event not only benefits the students of this College, but also students from all the Colleges of Gurugram, Faridabad, Rewari, Mahendergarh and Sohna Districts. The model adopted by this College has set such an example that our worthy Higher Education Department of Haryana has also organized Job Fair on the same lines. A great number of students have been benefited from the event where they are exposed to the wonderful opportunity of getting themselves a job even before completing their studies. Some companies even make the final offer on the spot. It is a chance for them to contact many potential employers at one place, learn more about the companies they are interested in, meet and share ideas with fellow students and build personal as well as professional contacts. A lot of companies participate in this fair, as it saves their time and effort, they can put up a stall and meet multiple candidates on the same day. It is a chance for them to target students with specific skills and academic backgrounds. A mix of companies from a variety of industries including IT, manufacturing, banking, accounting, human resource, insurance, BPO AND KPO, that have job openings offered are invited, so that one can cater to a broad sector of job applicants. These events put participants on the fast-track to gain a job and help companies to get ambitious and aspirant candidates. The participation of the number of companies has been on the increase. The reason for the success of the event has been the long training sessions given to the students before their interviews. This creates awareness and interest among the students and the organizers of the job fair. Students are willing to work hard to face job interviews. Before facing the interviews, students are trained by industry professionals. These trainings help them prepare well, to know about their strengths and weaknesses, they learn about various aspects of personality development, what to wear, how to sit and talk, how to present themselves and what to expect on the final day. This all-round development prepares them for future ventures.

Provide the weblink of the institution

<http://gcggn.ac.in>

8.Future Plans of Actions for Next Academic Year

Future plan of action for next academic year : 1. Establishing Center of Excellence in emerging areas of social relevance like Sustainable Development. 2. Float short term certificate programmes that promote entrepreneurship 3. Capacity building of the Faculty to adopt blended learning. 4. Start new courses - say BA and B Sc courses in areas where these do not exist now. 5. Establish Students club to promote society connect and groom the students as a socially relevant value based individual. 6. Village adoption 7. Promote research 8. Develop the institution as a model environment friendly campus - STPs, water conservation, recycling of waste etc. 9. Life skills building programmes 10. capacity building in emerging areas 11. IQAC to undertake internal academic audit 12. To increase MoU's with industry 13. Plan to conduct workshops/seminars/Industry Visits/conferences 14. Adopation of old age home by students to know their moral responsibility Keeping in view the changing educational, social and economic scenario of this area the institute has a perspective plan for development. Excellence, truth and service are our top priorities. Some proposals have been sent to HEC seeking more funds for the merged schemes, extension of girl's hostel, books journals, equipment, smart class rooms etc. to improve the teaching learning quality.