SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

GOVT. COLLEGE FOR WOMEN PUNHANA

DALLABASS, GOHATA ROAD, PUNHANA (MEWAT)
122508
www.gcwpunhana.ac.in

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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Government College for Women, Punhana district Nuh is situated in Dallabass, Gohata Road, Punhana in district Nuh, Haryana. Punhana is a municipal committee city in district of Mewat Haryana. Basically, Punhana belongs to a rural background and there was no Government College for Higher education girls before 2015 in the nearby area. Considering the need of area the Government took the initiative to start a Government College for women in the year 2015 for imparting higher education to the girls of the area. This college started its first session with 35 girls students in the Arts and Commerce faculty. The strength of girl students increased year by year and today the number of girl students in the college is 426. The Government College for Women Punhana is a premier college in the area known for excellence in educational standards, various educational programs, grand faculty, rich cultural extracurricular activities, and modern infrastructure. The Government College for Women Punhana is affiliated with Gurugram University, Gurugram. The College supports high standards and best practices in higher education to develop all round personality of the students. This is the only college near by which provides academic and cultural excellance to the students. The college is running successfully in the field of higher education and women empowerment.

The college has the distinction of being only college in Punhana City, Haryana spreading over 13-acre land. The college started in 2015 in Govt. Senior Secondary School, Punhana. Keeping in view the increasing strength of girls Haryana government constructed a new building and it was handed over to the college administration in December 2019. At present, the college has new premise with a two storey building facilitating with one administrative block, library, canteen, parking area, playground, auditorium and seminar hall.

Vision

The Vision of this institution is to educate all students to the highest level of academic achievement, enabling them to reach their potential and become responsible members of society.

Mission

- To pursue and bring the youth into mainstream of the society.
- To develop the temperament to face challenges & adversities among students.
- Imparting education with knowledge of ICTs and inculcating, intellectual and moral attitude.
- To develop a sense of professionalism, sportsmanship & nationalism among students.
- To develop the institution into an academic center catering to diverse socio-cultural groups, especially the marginalized sections.
- To impart quality education to female students.
- To create a conducive environment for the academic growth of students.
- To promote sports and inculcate courage, discipline, and leadership qualities.
- To encourage students to go beyond books and compete globally

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1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

The college is known as an excellent college in the rural area to educate the girls with so many facilities and qualities in the college.

- Admission purely on merit basis through total transparency and impartiality without any external, internal pressure and obligation.
- Curriculum enrichment through a beautiful blend of chalks and talks system coupled with the optimum utilization of ICT facilities.
- All-round growth of the girl's student from intellectual development to physical, moral, and cultural development through NSS, Sports, and extra-curricular activities throughout the session.
- Sufficient facilities encompassing slow learners as well as advanced learners, like remedial classes for weak students.
- Sufficient infrastructure having spacious and well-maintained classrooms, one conference hall, a wellstocked library having more than 2000 books, computer lab and playground for sports activities.
- Wide range of sports, games, culture, and extracurricular activities for all-round development of personality of the girls.
- Active and vibrate women cell and anti-sexual harassment cell for gender sensitization and womenrelated issues.
- Active grievances cell to solve the daily routine problems of girls and empower and motivate the girls to face the problem boldly in the present social scenario.
- Formation of IQAC as per NAAC requirement to ensure quality in the institutional aspects from teaching-learning to governance, leadership, and management.
- Compulsory computer education for B.A. students.
- Online payment of staff salaries and scholarships for students of SC/ST/OBC under DBT (direct benefit transfer) scheme by linking their bank account with an Aadhaar card.
- Empowerment for poor, needy, meritorious, and skills students through 'Earn While You Learn'scheme, a limited employment facility.
- The College has been 100% ragging free.

Institutional Weakness

- Lack of regular faculty. There are only 04 regular and 02 Extension Faculy members in the college.
- Controlled procedure to introduce new-age programmes at UG due to affiliation with the university.
- Students mostly being from rural backgrounds are note up to the mark.
- No research facilities for Ph.D. and research projects.
- Lack of classrooms with ICT facility.
- Lack of add-on, job-oriented courses or short term diploma for job potential.
- Lack of industry-institutional interface and collaboration.
- The nonavailability of girls' hostel. It is a basic need of college due to long-distance of villages from college. Nonavailability of staff quarters for Principal, the teaching and the non-teaching staff.

Institutional Opportunity

- Exchange of knowledge across borders.
- A platform for girls' higher education.
- Borderless knowledge scenario in the wake of liberalization and use of ICT to reach out to the global pool of knowledge.
- Possibility of collaboration with job-oriented institutions to improve the facility to empowerment

Institutional Challenge

- To achieve academic excellence despite enrolment of teaching as faculty on extension basics.
- To motivate the faculty and staff for changing and progressive paradigms in higher education.
- To educate and empower the girl student in many aspects (external and internal) face present society scenario.
- Most of students hail from rural and lower mid-class families, so they need extra nurturing and care compared to their peers.
- The early marriage of female students is a strong challenge because of societal pressure.
- The paucity of funds and grants.
- Improving Student-Teacher Ratio.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Govt. college for women punhana is affiliated with Gurugram University, Gurugram. The college offers pass courses (UG) in Arts stream. The curriculum is further strengthened and supplemented with certificate courses in compulsory computer education level-I and environmental studies. The curriculum is constantly updated and every new academic program is strategically planned and executed as per affiliating university guidelines. Continuous Internal Evaluation of students is done through internal examinations, assignments, oral presentations and class tests. To promote community engagement, gender sensitivity, ethical conduct, and social and environmental responsibility. Activities are organized such as special lectures, observance of days, events, competitions etc. The exposure of faculty in the emerging areas through participation in national/international conferences, seminars and workshops, and refresher/orientation courses and feedback from various stakeholders gives the right impacts and direction for necessary change in its curriculum.

Teaching-learning and Evaluation

The college organizes teaching-learning and evaluation schedules by strictly following the university academy calendar and preparing its own annual blueprint of the academic events and co-curricular activities. Process of Admission to various programmes is completed every session by a transparent well-administered mechanism complying with all the norms of the concerned regulatory/government agencies including State and Centre government along with the affiliating university.

As per the directions of the university and Higher Education Department, Haryana, the students can now apply through online admission. For this, they can download the admission form from the college website. Selection of the students to the course is based on the merit of the marks obtained in the qualifying exam plus weightage of 10% maximum as per government policy. The college also follows the reservation policy of the state

government as well as the central government.

Fully aware of the extent and significance of institutional responsibility in the teaching-learning and evaluation process is the broad spectrum of academy caliber of students admitted. Class tests and assignments are conducted to assess the academic needs of the students. Slow learners and advanced learners are identified through these tests and assignments and remedial classes are arranged to help the slow learners to make credible academic progress. Specialized classes are organized for enhancing the competence and performance of the advanced learner.

The faculty members employ initiative and participative approach by creating a feeling of responsibility in learning. Teacher's quality is assured by recharging the faculty member in their own discipline through learning programmes and faculty development programmes both inside and outside of the college.

Research, Innovations and Extension

Since the institution is a degree college and is not a research institute, hence it does not have any recognized research centre of the affiliating university or any other agency. Instead of research, teaching is the priority of the college. However, individual teachers are involved in their respective research work. The college encourages its staff to take up research activities. The college provides full support in term of administrative academic requirements

The college has a wide range of extension and outreach programmes with a special focus on various sections of society. Extension programmes namely NSS, Women Cell, Red Ribbon Club, Placement Cell etc. provide innumerable opportunities to students to reach out to society and contribute a lot to those who are powerless and deprived. Workshops, poster making, rangoli, painting, essay writing, speech, poetic racitation are regular features of our Women Cell, Legal Literacy Cell and NSS units etc. to generate awareness among inhabitants of nearby colleges regarding gender distinction, Beti Bachao, Beti Padao, Voters Rights Awareness, Road Safety Awareness, Cleanliness, Swachta Abhiyan, Child Foeticide etc.

Infrastructure and Learning Resources

Infrastructure facilities are a key to effective and smooth functioning of educational program. The institution has a good infrastructure of two storey new furnished building (teaching block) with spacious classrooms, lecture theatre and smart room classes, a well stocked and automated library with more than 2000 books and one multipurpose hall with sitting capacity of 1000 audience. LCD projectors provide the right ambience for the effective conduct of academic programmes. The boundary wall has been raised to restrain anti-social elements. There is a separate administrative block with well furnished principal office and staffroom in the campus to run the administrative works peacefully and successfully. CCTV cameras have been installed at strategic points to maintain security and academic ambience.

Student Support and Progression

Academic performances along with the physical, mental, and moral growth of students are the aim of our institution. Thus preparing the students to face successfully the challenges of changing social scenario and for the progress and prosperity of the nation, the diverse programs in academics as well as sports, literary and

cultural activities are well organized by the college to empower the students with innovative and leadership skills blended with ethical values.

The institution facilitates student progression by providing proper guidance and counseling, an academic base, and exposure to extra co-curricular activities. Communication skills are developed through the practice of spoken English in the classrooms. An interface with the job market and its requirement is provided by guidance and placement cell. The faculty members encourage the students to join reputed institutions for higher studies, Women Cell, Placement Cell, Legal Literacy Cell, NSS, and Cultural Activities are providing the students a stage where they can prove their exposure to the society. Students' grievances cell, anti-sexual harassment cell, women cell, etc. are always ready to sort out the problem of the students.

Financial aid and work experience as a part of the "Earn While You Learn" scheme, fee concession for needy students, and specialized bus pass transport facility by Haryana Roadways are some of the welfare measures attempted by the college for students. Efforts are made to uplift them by organizing remedial classes.

Governance, Leadership and Management

Top management involves the higher education authority of the Haryana government, the principal, and the senior faculty members, of course, due consideration is given to the suggestions of staff members, office administration, and outstanding students.

The basic policies and plans as directed by the higher education authorities are translated and implemented in the letter and spirit with the constant and combined efforts of college administration, faculty members, and other non-teaching staff for the better academic ambiance and maximum welfare of the students. Their constant efforts enable the students to remain in consonance with the changing requirement and scenarios of society.

The college has a clear and well-defined system to monitor and evaluate the effective implementation of the policies and plans of the institution. The college ensures that the desired objectives are being achieved through the IQAC.

IQAC conducts a staff evaluative exercise of the functioning of the college in various areas. Various committees like the examination committee, academic audit committee, student welfare committee, which have been established to facilitate efficient and smooth functioning of the college also evaluate the performance in their respective areas and submit the report to the principal. The finance and accounts department also work under the supervision and the administrative control of the Principal.

Institutional Values and Best Practices

The college was established in 2015 with the main aim to provide higher education to the rural students and to inculcate educational, social and cultural values among them. For the last 9 years, the college is striving hard to inculcate educational, social and cultural values amongst the students through celebration of various national days and students' welfare activities. The efforts are being made to maintain green culture around the college premises. The best practices such as 'Gender sensitivity and equity' , 'Tree plantation', 'No vehicle day', 'Plastic free campus', , 'Water harvesting', and 'Save Electricity', etc. are carried out seriously to promote

gender sensitivity and equity, eco-consciousness, management of water and energy resources. . Various social and cultural functions are arranged for inculcation and optimization of social bondage among the students. Majority of the students of the college come from rural background, where priority is given to agricultural activities and house chores rather than education. Therefore, to encourage the students, to give importance to their attending classes, the poor and needy students are always helped by the college and the staff as well. For this purpose, 'Earn While You Learn' facility, sports facilities and library facilities are provided to the needy and economically weaker students. For the smooth functioning of curricular and extra-curricular activates, the academic calendar is strictly followed by the college adhered to the university norms. There is a good transparency between the college administration, the staff and the students on matters related to financial schemes for the welfare of the students.

Participative management through delegation of power is another best practice adopted by the institution. Head of the institution has to spend a lot of time for discharge of administrative and academic duties. Division of duties (as per yearly duty list) relieves him of excessive administrative burden and thus provides couple time of transparency as well.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVT. COLLEGE FOR WOMEN PUNHANA
Address	Dallabass, Gohata Road, Punhana (Mewat)
City	Punhana
State	Haryana
Pin	122508
Website	www.gcwpunhana.ac.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal(in-charge)	Rajeev Kumar	01268-8708389196	8708389196	-	gcwpunhana@rediffmail.com
IQAC / CIQA coordinator	Rahul Garg	91-9759525697	9759525697	-	pushkar.garg84@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	For Women
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
Haryana	Gurugram University	[View Document](#)

Details of UGC recognition

Under Section	Date	View Document
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Dallabass, Gohata Road, Punhana (Mewat)	Urban	13	7896.758

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Arts,	36	Senior Secondary	English,Hindi	160	153

Position Details of Faculty & Staff in the College

	Teaching Faculty											
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				1				18			
Recruited	0	0	0	0	1	0	0	1	4	1	0	5
Yet to Recruit	0				0				13			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

	Non-Teaching Staff			
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				8
Recruited	6	2	0	8
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualificatio n	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	0	0	0	1	0	2
M.Phil.	0	0	0	0	0	0	2	0	0	2
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	0	0	2
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	426	0	0	0	426
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		**Year 1**	**Year 2**	**Year 3**	**Year 4**
SC	Male	0	0	0	0
	Female	72	58	53	48
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	292	257	197	167
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	35	49	45	39
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		399	364	295	254

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Govt. College for Women Punhana (Nuh) is affiliated to Gurugram Univerisity, Gurugram and implement all the directions of the university. Most of the programmes offered by the College are

	multidisciplinary/interdisciplinary programmes like every student in B.A. has to choose two languages including English and Hindi and have to choose two optional subjects among different disciplines in Arts stream. As per the guidelines of NEP the college is prepared to enrich its teaching-learning process by incorporating Multi-disciplinary/ Interdisciplinary aspects. To develop all round capabilities of students our college has conducted extension lectures and workshops to provide diverse, flexible, and innovative teaching-learning. Another aspect that highlights the College's multidisciplinary approach is by focusing on outreach activities in the neighborhood. The hybrid mode of teaching opens up infinite possibilities of collaboration with other institutions and faculty for exchange of services and expertise. This will give us flexibility to add newer courses that are truly interdisciplinary in nature.
2. Academic bank of credits (ABC):	The Academic Bank of Credits (ABC) is an important part of NEP 2020 which seeks to promote flexibility of curriculum and provide academic mobility with appropriate credit transfer mechanism on the principle of multiple entry-exit making students mandatory to have ABC IDs. It will enable students to open their accounts and give multiple options for entering and leaving colleges or universities. There will be "multiple exits" and "multiple entries" points during the higher education tenure and credits will be transferred through the ABC seamlessly. Regarding the implementation of the Academic Bank of Credits, the institution is working hard on the latest instructions received from our affiliated university and the Department of Higher Education, Haryana. Our college shall abide by the curriculum and structure prepared by the affiliating university in this regard.
3. Skill development:	The Skill Enhancement Courses are aimed at developing skills amongst students. Our college is inclined to skill development in co-curricular activities along with the regular course. The college is offering several opportunities to the students under for skill development as witnessed by extension lectures and a number of workshops on Yoga and Meditation, Cooking skills, Beautification and Self-care, Folk dance etc. These additional skill courses will help the students to start their entrepreneurship after leaving the college. Compulsory Computer

	Education helps students develop computer skills that are essential in the modern workplace. It is ensured to develop basic digital scheme in every enrolled student. Co-curricular activities undertaken as part of the NSS and other cells give ample opportunity to students to develop socially useful skills like teamwork, leadership, social service, communal harmony and interpersonal relationship management. Adopting the vision of NEP and following the curriculum of the parent university, we hope to introduce many add-on courses in the next session to groom our students in a manner that they are equipped with the necessary life skills for mentally, physically and financially satisfying lives.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The curricula of our UG program has a focus on IKS, including traditional knowledge systems, indigenous practices, and Indian philosophy. Exposure to Indian Knowledge systems is inherent in many of our courses and activities. The content in the curriculum of disciplines like Hindi and English Literature, History and Economics appropriately integrates Indian Knowledge System of thought, literature, arts, family and social structures, economy and politics. Trips to historical places are organized to embrace the study of India's past, to help ensure that students are knowledgeable of the culture in which they live and create a more inclusive learning environment for all Integrating Indian knowledge systems. Activities that showcase cultural traditions like festival celebration like Teez, Diwali, Holi, Eid are frequent and regular feature in the life of students on the campus. Students are encouraged to practice Yoga by organizing workshops on Fit India, Meditation and Peace of mind to educate them about the benefits of its practice. Celebration of Hindi Diwas and other National days foster a greater understanding amongst students about the legacy of our past and needs of the contemporary society.
5. Focus on Outcome based education (OBE):	The syllabus along with the Program and Course outcomes are shared online and updated on college website to facilitate accessibility to various stakeholders including the teachers and students. Whole academic activity is planned in accordance with them. The focus of our institution is to measure education not only in quantitative terms but also qualitatively. College works towards all round development of students including Physical &Health.

	Students are encouraged to participate in different co-curricular activities. Our college has adopted student-centric teaching methods.
6. Distance education/online education:	College has adopted modern technologies for online education during the COVID-19 pandemic also. LMS (Learning Management System), Shiksha Setu App were used for administration, tracking, attendance, assignment etc. and took classes on Google Meet, Google Classroom, Zoom etc. Content has been prepared by faculty members and uploaded on website to help the students learn through online mode and to meet future challenges Blended form of teaching and learning is still going on.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes, the college established the Electoral Literacy Club in 2019 which comprised of students and committee of staff members. The constituted committee consists of Mr. Aakash Kumar, Assistant Professor (Convener), Dr. Azaharuddin (Member), Dr. Kavita Yadav (Member) and Mr. Pushkar Garg (Member)
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes, students' coordinator and coordinating faculty members are appointed by the College and the ELC is functional. The students are actively involved in awareness drives and programmes. They motivate the new students for making their votes and contact BLOs.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	ELC has conducted various activities and awareness drives on the occasion of International Voter's Day. ELC has organized extension lectures on the constitution of India, fundamental rights, ethics, and gender sensitization. The awareness rally has been organized by ELC on casting votes and guidelines for the new voters.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content,	The newly eligible voters of the club and the college are made familiar with the electoral process of registration and voting. The pledge and oath-taking

publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	ceremony is organized every year on 25 January on the occasion of National Voters' Day and quiz competitions, poster making, and rangoli making were organized at regular intervals. National Voters' Awareness contest was held on 15/03/2022.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	ELC, along with the BLO (Block Level Officer) provides the students necessary guidelines for the voter registration process. The college has made a schedule for making new votes for the fresher students each year.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
399	364	295	254	208

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 17

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
07	07	09	11	09

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
7.09628	11.33027	10.23952	2.81089	3.4333

File Description	Document
Upload Supporting Document	[View Document](#)

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Response:

Being affiliated to Gurugram University, Gurugram, the college adheres to its the guidelines in all spheres. The main aim of college is to benefit the rural area students with top class teaching and learning practices.

- IQAC in consultation with Principal formulate our college's Academic Calendar in concurrence with the academic calendar of Gurugram University, Gurugram and College academic plans. It includes all the curricular and co-curricular activities to be done throughout the year.
- Orientation program for fresh students are organized to familiarize them with the facilities, disburse the syllabus and elaborate the internal assessment process.
- At the beginning of each academic session centralized time table is framed by time table committee. All the teaching staff members prepare their lesson plan for each class before the commencement of each semester. Teacher wise timetable and lesson plans are posted on college website, notice boards and on classroom walls.
- The identification of students' learning challenges and specific needs is accomplished through the use of tutorials, continuous internal assessment and mentor-mentee interactions. Internal Assessment is being carried out adhering to the university guidelines i.e., through regular attendance, presentations, class tests and assignments. Grievance if any, is addressed immediately.
- Teachers use different methods like experiential learning and participative learning to make the teaching process inclusive. For effective teaching, curriculum is delivered through PowerPoint presentations, YouTube, Google Classroom, and Google forms.
- The library offers study material on every subject.
- Workshops, seminars, skill development programs, lectures are organized by various cells and societies for all round development of the students. The activity plan is also prepared by different departments.
- Compulsory Computer Education certification course is made compulsory for digital literacy of all first-year students.
- Peer learning is promoted and underachievers are given special attention. Slow learners are identified and attached to the advanced learners to provide special attention to their learning needs.
- Faculty while engaged in teaching is also motivated to participate in Faculty Development Programmes, workshop and seminars. Faculty members actively participate in invigilation duties.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 00

File Description	Document
Institutional data in the prescribed format	[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 0

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	00	00	00

File Description	Document
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values,

Environment and Sustainability in transacting the Curriculum

Response:

Response:

Govt. College for Women Punhana follows the curriculum as decided by the affiliating university Gurugram University.Gurugram. The curriculum imparts not only extensive learning of the subject but also incorporates necessary elements to make it synchronous with societal needs. Different papers of the syllabus cater to relevant issues and help in preparing students for the challenges before us.

Professional Ethics:

Issues related to professional ethics are the integral part of different courses taught in the institution.Students are exposed to professional ethics through different subjects like Business Management, Human Resouce Management, Secretrial Practices, Corporate Law, International Trade & ESSB. Professional ethics ensures personal and professional standards of behaviour expected of professionals. The college gives equal importance to professional ethics along with academics. Various personality development programmes and activities are organized by different cells and clubs in the college to foster their confidence in public speaking and group discussion. Students are encouraged to be honest, cooperative, trustworthy, positive and self-reliant in the academic as well as professional life. Various activities and competitions are also organized to introduce students to the skills, attitudes and behaviour necessary for getting, keeping and being successful in a profession.

Human Values:

Cardinal human virtues such as solidarity, trust, tolerance, compassion, sacrifice, commitment, dedication and responsibility are inculcated through various co-curricular or extra-curricular activities throughout the year. A sense of solidarity, sacrifice, compassion and responsibility is inculcated in the students. Several subjects are introduced in the syllabus to inculcate moral values in the students. Language and literature of Hindi and English aims at inculcating human values in readers. Preachings of Bhakti and Sufi saints are introduced in papers of History. YRC, Legal Literacy Cell, Mentor-Mentee sessions and Cultural Cell organize a variety of events like Human Rights Day, Shramdaan and various other activities like extension lectures delivered by professionals and educationists promote a sense of cooperation, human values, and moral principles among students.

Gender Sensitization :

The College aims to eradicate gender-based discrimination, evils, problems and hardships to the possible extent by organizing certain programmes and activities through Women Cell, Legal Literacy Cell, Counseling Cell and Anti-Ragging Cell within or outside the campus. English and Hindi subjects are dedicated to contribution of women in Literature and problems faced by women in society. Gender related societal issues like female foeticide, dowry, domestic violence, women empowerment through political participation etc. are the part of the curriculum of Political Science in under-graduate classes. Different Extension Lectures, workshops, and competitions are organized to address the issues like female foeticide, sexual harassment, child marriage, Gender Sensitization, Human Rights, domestic violence and women safety. Various activities and Railies are arranged in or outside the college to sensitize students towards gender issues on a wider canvas.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 0

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 00

File Description	Document
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Action taken report on the feedback analysis	[View Document](#)
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 55.18

2.1.1.1 **Number of seats filled year wise during last five years (Only first year admissions to be considered)**

2022-23	2021-22	2020-21	2019-20	2018-19
150	152	112	118	86

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
160	240	240	240	240

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 49.11

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

2022-23	2021-22	2020-21	2019-20	2018-19
47	42	16	59	56

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
64	96	96	96	96

File Description	Document
Institutional data in the prescribed format	[View Document]()
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	[View Document]()
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	[View Document]()
Provide Links for any other relevant document to support the claim (if any)	[View Document]()

2.2 Student Teacher Ratio

2.2.1

**Student – Full time Teacher Ratio
(Data for the latest completed academic year)**

Response: 57

2.3 Teaching- Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

In order to promote experiential and participative learning teachers in the college use traditional pedagogy alongside more experiential methods such as group exercises, brain storming group debates relating the curriculum to real-world experiences for the purpose of making the teaching and learning process more effective. Students are encouraged to become active participants in the learning process rather than merely passive observers through the organisation of special lectures, seminars, and conferences.

Experiential Learning:

Practical skills are enriched by conducting practicals and Language lab to enhance the student's communication skills .Faculties make use of audio visuals aids, charts, departmental wall magazines for learning experience. Virtual learning through seminars, group activities, projects, videos to enhance academic delivery. Volunteering with clubs and societies along college units of NSS the students learn essential life skills, leadership qualities and professional skills by experiencing challenges. Skill Enhancement Courses such as Dance , cosmetic and Soft Skills are instrumental in gaining experiential learning.

Participative methods:

College uses Participative Learning to encourage students to actively involve them in learning process. Teachers uses different methods for participative learning like Group Discussions, Assignments, Workshops, Quizzes, Projects, Presentations etc. Students are encouraged to participate in various cultural & social activities like youth festival, legal literacy programmes, NSS etc. Active involvement of students is ensured through seminars, webinars, problem solving activities like group discussion, alumni meet and lectures, quiz, PPT presentations, participative e-learning lectures, poster making competition. Students participate in Youth Fest and Intercollegiate competitions.

Problem solving methodologies:

The students are guided by teachers to work on different projects which attributes to improve their critical thinking, creativity and problem solving skills. Class tests, MCQ tests and Surprise tests are conducted to improve problem solving skills. Live problem solving, case study, debates, group discussions etc provide a practical experience to the students. Teachers maintain a list of slow learners and peer groups are formed where the advanced learners help their peers. In tutorial sessions, teachers specifically engage with the difficulties being faced by the students. The students participate in various co-curricular activities in parallel with teaching learning process. These include Youth festival, NSS camps, Legal literacy activities, Women cell functions, Industrial Visits and various departmental activities.

ICT tools for effective teaching and learning process:

College has ICT enabled classrooms and labs with LCD projectors installed Through library students and teachers have access to thousands of books. Google forms are used to conduct online examinations and feedback .

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 52.44

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
19	19	14	15	15

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 81.4

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
06	06	07	09	07

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	**View Document**
Institution data in the prescribed format	**View Document**
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awaeded by UGC recognized universities	**View Document**
Provide Links for any other relevant document to support the claim (if any)	**View Document**

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

Response:

Government College for Women Punhana strictly follows transparent and robust evaluation process in terms of frequency and variety The College follows the guidelines issued by Gurugram University for award of Internal Assessment, i.e. (80% marks of Examination and 20% marks of internal assessment). The division of marks of Internal Assessment as directed by the University is as follows:

- 1. 25% for Attendance
- 2. 25% for Assignments/Presentation
- 3. 50% for Class Test

In order to ensure transparency in internal assessment, presentation and attendance of students, the system of internal assessment is communicated with the students well in time. During the Orientation session and introductory classes, students are informed about the Academic Policy of the College. Principal conducts meetings of the faculties and directs them to ensure effective implementation of the evaluation process.The schedule for class tests and submission of assignments is announced among the students well in advance.

Students are encouraged to prepare different topics related to the syllabus for the presentation. Students are well informed in advance that independent learning, original thinking and new ideas will be given additional points.A variety of techniques and methods such as MCQs, Quiz, Group Discussion and Classroom presentations are employed on a continuous basis before semester-end examinations held by the University. Assignments and tests are regularly conducted and students are given more than one opportunity to improve their competence and performance.

Grievance Redressal system is time bound and efficient. The College employs an efficient system to ensure transparency to deal with grievances of the students related to Internal/External Examination and framed the Grievance Policy for the same.

Students can discuss the query with the faculty members and HOD's and see the records of attendance in attendance register, test and presentations. The details of Examination forms in the form of RR/CR are circulated among the students through Whats App groups and College Web Portal for verification and rectification of errors before its finalisation. The errors reported by students are corrected immediately.

The Practical examinations are conducted in the time frame provided by the University. The External examiners are appointed from the Panel List provided by the University as far as possible. Immediate action has been taken by the College for resolution of common problems e.g. nonreceipt of Roll Number slip, Withholding of results, Question paper related issues, Correction in Name, Father's name and DOB etc. in mark sheets/degree.

The External examinations are conducted in a transparent manner. If the students indulge in any kind of malpractice, severe action has been taken after discussing the matter with the Chief Superintendent of Examination Centre.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

Response:

Academic Programme outcomes and Course outcomes help every Institiution to accomplish its Mission and Vision. Programme outcomes are those statements which represent the student knowledge, skill, confidence, attitude and ethical values. Course Outcome is the final result achieved by a student by learning a particular course. Government College for Women Punhana follows the guidelines and norms of the Gurugram University with respect to offered programmes and course curriculum/syllabus. There is a transparent mechanism for communicating POs and COs to learners and faculties in the college.

The information and details about POs and COs are displayed on college website and the hard copies are displayed on departmental notice boards as well. This enables the learners to select a specific programme by studying the details of the program. The COs expressed clearly describe the basic and

advanced knowledge content of the subject, the skill sets that can be acquired in practicing the knowledge gained in the program.

In the beginning of the session the information and details on POs and COs are also disseminated during the orientation programmes organized for first year students and parents teachers meeting. Immediately after the Orientation Program, teachers apprise the students about POs and COs over the next few days. The respective faculties of each department interacts with the students and explains in detail the importance of each programme, course and its outcome. They also discuss the career prospects available to the students in their respective programmes. Based on this, the freshers take a decision on whether to continue with the chosen subjects or opt for a change.

The syllabus along with the Course Outcome is available in the respective departments for ready reference for the faculties and learners. Teachers often address concerns and questions from students about the course's final consequences.

Lesson Plans are prepared by the teaching faculty and displayed on Website and put up hard copies of the plans on noticeboards in the student common areas.

Subsequently, the class activities have been adapted by the faculty members to reflect and achieve the COs and overarching POs in letter and spirit . Co-curricular activities are planned by departmental, subject society and club/cellwise to ensure adherence to POs and COs. The college also deputes teachers for workshops, seminars, conferences and FDPs to enrich them to attain the outcomes which helps the faculties in their teaching learning classes. Tutorial sheets, assignments, question papers, internal assessment of assignments, lab reports, sessional tests, projects, are designed in such a way that it blooms students competence. Participation in such exercises helps in self-evaluation by teachers and also to customize their lesson into students individual needs.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Response:

Programme outcomes and Course outcomes are evaluated according to the track of students's

performance and improvements in student's ability and skills throughout the academic year, in both curricular and co-curricular activities. Various formal and informal mechanisms are available for assessing the attainment of POs and COs:

- Tests: Course Outcome attainment levels are set for all courses and based on internal assessment and semester end term examination . Students knowledge, ability, competence, problem solving ability and understanding about topics area evaluated by class tests time to time.
- Assignments: To examine the skill, knowledge and ability of the students, assignments are given to students related to subject area.
- Classrooms Discussions: Classrooms discussion, presentations and MCQs are conducted from time to time.
- Seminars: To access the scopes of the programmes and courses, extensions lectures and seminars are organized by the college. The assessment of professionals who interact with the students during placement drives, field visits, and invited lectures is also sought.
- Attendance:The attendance-cum-record registers maintained for each course by the faculty have dedicated columns for attendance, results of mid-term exams, and in-class assessments.
- Competitions and Extra Curricular Activities: Subject societies and clubs conducts interdepartmental activities like Poster making competitions, Declamation, Slogan Writing, Debates, Quiz, Essay writing Competitions etc. Awards and Certificates are also given to students for encouraging them.
- Mentor- Mentor Mentee groups are also made for counseling of the students.
- Feedback: Suggestion from alumni, students and staff members are collected and implemented by the college.

Evidence of attainment of these outcomes can be seen in our Institutional Distinctiveness in different competitions like Poster making competitions, Declamation, Slogan Writing, Debates, Quiz, Essay writing Competitions etc. Our students and staff members have received appreciation certificates for their contribution through outreach extension activities. Our college results which are always good. Also, attainment of course outcomes can be seen in progression of our students to higher studies. Many of our students enroll in higher education programme every year.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 52.46

2.6.3.1 **Number of final year students who passed the university examination year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
85	40	31	26	31

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
112	101	75	59	59

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	[View Document](#)
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all students on roll as per data template	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	00	00	00

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness   about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

The College has taken many initiatives through the actively functioning student groups of N.S.S/YRC from time to time to make the ecosystem of the college and surrounding through -planting new saplings and organizing society sensitizing rallies. Various activities were organized like poster-making competitions, pledge ceremonies, railies etc for students in order to aware them of hygeine and cleanliness, A special drive for cleanliness and hygeine was organized on 31/10/2021 to celebrate "Azadi ka Amrit Mahotsav". "Swacch Bharat Abhiyan" and "Swacchta Pakhwada" was celebrated in the college for cleanliness in the campus and near by. Under solid waste management institute is properly equipped with solid waste disposal equipment and a collecting system. Keeping in view the health of students, no junk food is allowed in college.

Response:

Govt. College For Women Punhana has created an appropriate ecosystem for Research and Innovation and college provides a conducive environment for the promotion of Innovation and Incubation. All required facilities are provided and Guidance is extended to the students. Students are encouraged to be actively involved in the application of Technology for societal needs.Govt. College for Women Punhana has aimed to develop a knowledge-based approach among students by conveying how knowledge promises enjoyment, employment, empowerment, and enlightenment of learners

Protection and Dissemination of Knowledge:

- College has a well-established library with books, e-books and e-journals helping students and teaching fraternity in enhancing their knowledge base.
- Students are taken to excursion/trips for their overall upgrading and extension of their knowledge.Various Cells of the college try to imbibe different values in students and employees through its activities like Slogan Writing, Essay Writing, Poetic Recitations, Skit, Quiz, Speech/Declamations, Debate, PowerPoint Presentations and Documentary etc.

Inception and evolution of Incubation center:

- Various workshops on skills that will enable our students for becoming self dependent like Beauty and self care and Cooking were held under Different cell.

Initiatives for Capacity Building of Human Resources:

- Faculties are encouraged to participate in various conferences/ Seminars/ symposia/ workshops etc. and are also motivated to engage in research activities. Workshops and other activities are conducted regularly by the college.
- Distinguished and eminent professors have regular interactions with the faculty and the students through invited talks.

Indian Knowledge System:

- IKS in the curriculum. The curricula of various programs have a focus on IKS, including traditional knowledge systems, indigenous practices, and Indian philosophy.
- NEP implementation: Our college, along with our affiliating University, is committed to the implementation of the NEP. Teachers of our college are already attending workshops and training programs for various programs under the NEP.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 0

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	00	00	00

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	00	00	00

File Description	Document
Institutional data in the prescribed format	[View Document](#)

3.3.2

Number of books and chapters in edited volumes/books published and papers published in

national/ international conference proceedings per teacher during last five years

Response: 0.12

3.3.2.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
01	00	01	00	00

File Description	Document
List of chapter/book along with the links redirecting to the source website	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

Response:

Outreach extension activities involve students and faculty engaging with the community beyond the campus walls, and they often take the form of community service, volunteer work etc. Extension activities are carried out in the neighborhood community with the intention to foster personal growth and a sense of social responsibility among students and to develop positive relationships between educational institutions and the communities they serve.

Government College for Women Punhana undertakes various extension activities in the neighbourhood community and have been appreciated and numerous awards have been given to us as acknowledement of our services to the society. The college actively contribute to national development and work for national unity and social cohesion by participating in number of extension activities throughout the year.

Health Related Activities:

- Awareness programmes related to drug menace, distress and suicides amongst youth, Diet awareness, Fit India Campaign, HIV AIDS awareness Campaigns etc.

Environment Conservation Activities:

- Regular tree-plantation drives.
- Cleanliness drives to encourage and assist villagers in cleaning up their surroundings of nondegradable waste.
- Special lectures on waste management, observance of days such as Environment Day and Wildlife Week, and Plastic free Campaign

Social Awareness and Advocacy:

- Programs and events to promote gender equality and create awareness about issues such as gender based violence, sexual harassment, and discrimination.
- Extension Lectures on women's health and safety, legal rights, and empowerment.
- Road safety awareness, child labour awareness, Human Rights Awareness Campaigns etc.
- Several activities related to Electoral literacy and Voting awareness..

Moral Awareness Activities:

- Qualities like patriotism & righteousness are imbibed in the students through celebrating Independance day, Republic day, National Voters day, Rashtriya Ekta Diwas and Hindi Diwas etc.

Other neighborhood community Activities:

- Our students visit villages and teach them about their fundamental rights, help them to develop social harmony and to overcome various addictions caused by alcohol, tobacco, etc.
- Continuous voluntary activities by students create awareness about the role of a clean environment in human health and contribute to the National Swachh Bharat Abhiyan.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Sr. NO.	Year	Event
1	2021	Academic Excellence Award to Mr. Rahul Garg, Assistant Professor of Commerce from Gurugram University, Gurugram.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 0

3.4.3.1 **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	00	00	00

File Description	Document
Institutional data in the prescribed format	[View Document](#)

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

03-08-2024 12:39:56

Response: 00

File Description	Document
Institutional data in the prescribed format	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

Response:

Government College for Women Punhana has acquired a prominent reputation for its Qualitative Education and Infrastructure. There are two bachelor degree courses with fourteen different subjects, which enhance the learning ability of students.

- **College Campus:** This college is in the historical place of Punhana city. The campus has a total area of 13.2 acres and the total constructed area is 7896.758 square meters. The whole campus is covered with remarkable greenery and is under the surveillance of CCTV.

- **Differently-abled friendly Campus:** The infrastructure of this campus is friendly with differently abled students/ persons. The college has washrooms, separate parking, ramps, signage for differently abled students.

- **Auditorium:** There is one auditorium cum multipurpose hall with good audio- visual facility in the college that provides arrangement for functions and rehearsal of cultural & literary events with seating capacity of 1000 students at a time.

- **Library:** The college library has a collection of around 2280 books. There is a separate section for newspaper, magazines, reading hall and information center having a computer and a printer.

- **Classroom:** There are 19 classrooms which are well ventilated and spacious having enough number of dual desk and facility of white and green board. There are two smart classrooms with projector.

- **Laboratory:** There are 04 laboratories with good infrastructure that cater to practical need of students.

- **Academic Support Facility:** The college has a total of 09 Faculty rooms. There are 01 Common rooms for girls. The college has well equipped Seminar hall and has seating for 50 participants.Rooms for Women Cell, Placement & Career Guidance Cell, National Service Scheme, Alumni room,Cultural Room, SC Cell, NAAC/IQAC, and Grievances Redressal cell.

- **Sports Facilities:** There is a large sports ground in the college with 400meter Courts , Cricket Pitch, Yoga area, Volleyball ,Football ,and Kabbadi Grounds .

- **Power Backup :** College is connected to the Hotline and 6 Kva generator set has been installed in the college in case of interruption in the power supply.

- **New Infrastructure Proposal:** A proposal has been made for new Smart classrooms with advance technology.

- **Administrative Support:** Office facilitates operations, provides service to students & faculties. There is a Principal office with attached meeting and retiring room, Clerical office in which cabins are constructed. One separate office for dealing of Account clerk, Registrar, and Superintendent clerk.

- **ICT Facilities:** There are fully air conditioned 01 Computer lab and one Language lab with 20 computer systems. For Learning Management System, faculties utilize Google Classroom. Campus is technology-enabled with 40Mbps, 24/7 Wi-Fi and internet connectivity.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 21.2

4.1.2.1 **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
2.13938	2.41968	1.86792	0	0.97491

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

Response:

- The Library is the focal point of knowledge and it helps in promoting a productive learning and research atmosphere in college. Library has tremendous resources of books, journals, magazines, and e- resources.
- College library provides access to all reference collection including Encyclopaedia, Yearbooks, dictionaries, Atlas, Biographies, Competition books and reports etc. All these reference books are for consultation only.

SERVICES PROVIDED BY THE LIBRARY

- Renewal Service
- Reference Service
- CCTV surveillance for security purpose

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

Response:

IT Infrastructure and Internet Facilities:

- Our college has an extensive and advanced IT infrastructure to ensure our students engaging and effective learning experiences.
- Campus of the college is well equipped with the facility of wi-fi . The college has selected Fibre to The Home (FTTH) plan, an internet service provided by Bharat Sanchar Nigam Limited.
- The BSNL department has established a local internet hub on the college campus, and all connections to the internet in the college are connected to that hub. There is one router in the office of the college.
- The college provides wired and wireless internet access points in all campus buildings, allowing students, teachers, and staff to take advantage of the internet's numerous services.
- The college has internet bandwidhth with 40 MBPS for uninterrupted and easier access to the Internet.
- Email with unlimited space
- Google work space
- Several lectures and online study material prepared by the faculty members have been uploaded on the College's website.
- Both the Administration and Accounts sections are automated.
- The college is equipped with 02 ICT-enabled classrooms that also include internet connectivity, LCD projectors, and interactive whiteboards.
- The college has a seminar / conference hall, with 50 seating capacity.
- The college has well-equipped computer labs. In total there are 35 computers and 07 Printers, which have been allocated to various departments. CCTV cameras are installed in the campus for safety.
- During COVID period, LMS (Learning Management System), Shiksha Setu App were used for administration, tracking, attendance, assignment etc and took classes on Google Meet, Google Classroom, Zoom etc.
- The faculty members are using the IT-Enabled Learning tools such as PPT, Video Clippings, and Online Sources for the exposure of students.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 19.95

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 20

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	[View Document](#)
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 77.01

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

2022-23	2021-22	2020-21	2019-20	2018-19
4.56540	8.78039	8.25200	2.82729	2.45839

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 35.59

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
119	209	170	38	05

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	[View Document](#)
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	[View Document](#)
Upload policy document of the HEI for award of scholarship and freeships.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Response: B. 3 of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	[View Document](#)
Report with photographs on ICT/computing skills enhancement programs	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 0.39

5.1.3.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
01	04	00	01	00

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	[View Document](#)
Proof related to Mechanisms for submission of online/offline students' grievances	[View Document](#)
Proof for Implementation of guidelines of statutory/regulatory bodies	[View Document](#)
Details of statutory/regulatory Committees (to be notified in institutional website also)	[View Document](#)
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 11.58

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
08	13	08	12	06

5.2.1.2 **Number of outgoing students year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
112	101	75	59	59

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	[View Document](#)
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 0

5.2.2.1 **Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

5.3 Student Participation and Activities

5.3.1

Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 0

5.3.1.1 *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 wise during the last five years*

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 4.6

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	16	7

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.4 Alumni Engagement

5.4.1

There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

Response:

Government College, for Women Punhana has Alumni Cell but its registration is under process. The first meeting of the Alumni Association of this college was held on May 28, 2024, and Second Alumni meet was held on June 12, 2024.

Alumni play an important role to build up and grow an institution's name by transmitting information through alumni meet. Our alumni frequently guide our students and extend their helping hands regarding career and other problems. They frequently visit the campus and motivate students to work hard and achieve their dreams.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Vision:

The vision of Government College for Women Punhana is to pursue excellence in academic and non–academic avenues, with a sense of civic consciousness and social commitment

Mission:

- Promote holistic education that enhances employability and life skill development. •
- Cultivate a spirit of intellectual creativity and inquisitiveness. •
- Nurture a positive attitude among the various stakeholders of the institution. •
- Develop the institution into an academic centre catering to diverse socio-cultural groups, especially the marginalized sections.

These ideals are reflected as follows in our programs:

NEP IMPLEMENTATION :

As per the vision of academic excellence the college is fully prepared to implement (NEP 2020) from the academic year 2024-25 as per the directions of the affiliating University as can be seen in attending FDP/ Workshop on NEP, Academic Bank of Credit ID's for students, attainment of POs and COs, Hybrid mode of learning, value added courses, MOUs etc.

Sustained Institutional Growth:

- Progress has been recorded in the number of programs offered, no. of Ph.D. faculty, ICT-enabled teaching, value-added courses, Certificate Programs, Online mode of learning, E-contents, and Expansion of Infrastructure in many aspects.
- Commitment to NEP, skill development, experiential learning, and research and development with the aid of our IQAC and placement cell are all factors in academic strategy.
- Considerations include following Green policy within and outside the campus.
- Environmental strategy, Accessibility, Inclusivity, and safety. The Green and Energy audit, AntiRagging and Discipline Committee, Women Cell Social Minorities Welfare Cell SC/ST/OBC/,Scholarships, financial help, support services, and student-accessible infrastructure are examples of our safety, inclusion and accessibility strategies

Decentralization and Participation:

- Being a government institution, the major decisions are taken according to DGHE, Panchkula, Haryana.
- The Principal, IQAC, College Council, the Head of departments, and the conveners of various committees and cells, along with the staff representatives play a significant role in determining the policies and creating strategies for academic and developmental activities.
- Stakeholders (students, administrative personnel, student guardians,college alumni, and community members) participation is also recognized while making and implementing plans and strategies.
- Faculty of each department mentor a group of the students

The Admission Process in the college is an example demonstrating successful leadership, decentralization, and participation from the teaching, non-teaching staff, and the students. For a smooth admission procedure, under the Leadership of the Principal, senior faculty members are appointed as conveners of different Admissions Committees who along with members verify the candidate's eligibility by authenticating the certificates and documents. The non-teaching staff is responsible for fee collection and allotment of the roll numbers.

The Nodal Officer ensures efficient communication between the College, University, and the Government, and the Registrar is responsible for forwarding the data of admitted students to Gurugram University, Gurugram for registration.

Institutional Perspective Plan

Keeping in view the Vision and Mission, Institutional Perspective plans are prepared by IQAC and deployment is ensured.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

Response:

- Being a government institution, GCW Punhana comes under the direct purview of the Director of Higher Education (DHE), Haryana. All teaching and non-teaching staff adhere to the administrative, financial, and role-based service standards established by the Government of Haryana.
- The Chief Secretary and the Director of Higher Education are apex bodies that form policies, programs, and directions pertaining to college education. The decision-making process of the college is transparent and fair. The institute makes decisions as per the guidelines of DGHE, UGC, and the affiliating University, Gurugram University, Gurugram.
- All appointments are strictly made by the Haryana Public Service Commission (HPSC), Panchkula. The service of the teachers is governed by Haryana Education (college cadre) Group 'B' service rules 1986 as amended from time to time. Seniority too is fixed in accordance with the department rules.

- **Administrative Setup**
- The hierarchy of the administration as depicted in the college Organogram is like this –
- The Chief Secretary, The Director, the Joint Director of Higher Education, and finally comes the Principal of the college who acts as the administrative head of the institution.
- The principal along with the College council acts as the highest decision-making body
- The IQAC is a significant administrative body responsible for all quality matters of the college. It prepares the Academic Calendar, undertakes quality initiatives & and conducts regular meetings for the implementation of Quality enhancement measures.
- The Principal executes academic and administrative plans and policies with the help of different committees for the smooth functioning of college activities. These college's committees oversee academics, workload, timetable, procurement and maintenance, admissions, discipline, extracurricular activities, examination, attendance, Grievance redressal, College Library, MentorMentee, etc. Other Committees are also framed by the Principal to carry out some specific tasks. Various cells and societies are also actively involved in several activities and the participation of students is ensured.

- **Office Administration**

- The college administration assists according to government and university norms.
- The non-teaching staff looks after all official works along with Clerks, Peons, Sweepers, and Chowkidars.

- **Finance Administration**

- The bursar, who is a member of the teaching staff, manages the internal finances of the college and helps the Principal with day-to-day financial affairs.
- The Perspective plan and policies for the institution are effectively and efficiently implemented under the able guidance of the Principal and the IQAC.
- The college has well-formulated policies on E-Governance, Conduct, Grievance Redressal,

Examinations, Scholarships, Information Technology, and Sustainable Environment.
- The college was able to successfully implement its perspective plan by implementing a number of initiatives and mechanisms including the preparedness for NEP, innovative/scientific talks, courses, and initiatives at the departmental as well as institutional level, and strengthening of the IT and other infrastructure .

File Description	Document
Upload Additional information	[View Document](#)
Institutional perspective Plan and deployment documents on the website	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2.2

Institution implements e-governance in its operations

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	[View Document](#)
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	[View Document](#)
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

Response:

Regarding guidelines rules and regulations, our institution follows three major authorities - UGC, DHE and Govt. of Haryana.

WELFARE MEASURES

- **Leaves and vacations** – The facility of L.T.C (Leave Travel Concession) is available to both teaching and non-teaching staff members, Maternity and paternity leave; Casual leaves and Earned leaves; Annual summer and winter vacations; Holidays on most festivals as per state government calendar.
- **Different kinds of Employee-oriented social security measures**–. Haryana Government gives various allowances like Children's Education Allowance, House Rent Allowance and Medical Allowance to all the employees. In addition to retirement benefits in the form of gratuity, GPF, NPS, and the ability to cash in earned leave. Medical reimbursement for the entire family, and Employee Group Insurance Scheme (GIS).
- **Equity and equality-based mechanism at the workplace** – The Staff Council creates a healthy working environment for the staff and resolves their issues. Women Cell and Internal Complaints Committee are there for prevention of Sexual Harassment.
- **Measures to create a supportive and healthy working environment**– Staff fund has been utilised to organise gatherings on major occasions or festivals.
- CCTV camera surveillance for safety.
- Special reading room in the library and information centre to carry out research work.
- WhatsApp groups for correspondence.
- Staff Grievance Cell.
- Health awareness programmes and Medical check-ups.

PERFORMANCE APPRAISAL SYSTEM

The college ensures that its teaching faculty adheres to the rules and guidelines established by the UGC concerning the Performance Appraisal System, while the college's non-teaching faculty abides by the requirements established by the Haryana Government service. The Principal observes the working behaviour of teachers as well as non-teaching staff and sends a report to the Department of Higher Education, Haryana.

- For teaching staff, the ACR Performa, which is the record of the yearlong activities together with their results, is filled by all faculty members. A teacher must submit an annual self-assessment report in the Annual Performance Assessment Report (APAR) Proforma to the evaluation and selection committee for promotion under CAS. The PBAS proforma takes into account all of a teacher's teaching, learning, and evaluation-related activities as well as their academic and research contributions, administrative support, and involvement in extracurricular and cocurricular activities. Principal constitute an evaluation and selection committee with IQAC, and provide approval to the proforma utilizing CAS norms.
- For non-teaching staff, the concerned head of the departments evaluates the non-teaching staff on the basis of their enthusiasm, sense of responsibility, punctuality, behaviour and attitude for teamwork and writes their ACR.

INCENTIVES FOR CAREER ADVANCEMENT

- Provision of attending Refresher Courses, Orientation Programmes, and FDP's as well as workshops, seminars, conferences, symposia, etc with paid duty leave.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	00	00	00

File Description	Document
Institutional data in the prescribed format	[View Document](#)

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 30.23

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
02	02	04	01	04

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the certificates of the program attended by teachers.	[View Document](#)
Annual reports highlighting the programmes undertaken by the teachers	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Response:

The organization adheres to the accounting standards and laws established by the government of Haryana .The Haryana Government and RUSA provide financial support for the college.Teachers in charge and the conveners of the various committees offer their demands. Following the requirements, an estimated proposal budget is prepared in accordance with the general financial norms established by the government of Haryana and sent to the Competent Authority for approval. They ensure that the labs, library, computing facilities, classrooms, and other equipment and facilities are continuously maintained and improved during the submission of the requirement.

The Principal, the Bursar, and the accounting department process all financial documentation and bills in

a transparent manner.

Audit (internal and external)

The college adheres to the procedures and laws of accounting established by the Government of Haryana.

Internal Audit:

The college has designated a Financial Officer, or "Bursar," who verifies and confirms all transactional vouchers in accordance with the approved budget and the availability of college money. He monitors the integrity of financial accounts and offers advice to the Principal on keeping financial records. The internal financial officer-cum-auditor, Bursar, regularly checks to make sure that all financial transactions are authorized and compliant with the law.The formed Purchase Committee and Infrastructure Committee are in charge of all purchases, while the Accounts Department provides the appropriate paperwork and responses to enquiries. The usage of government e-marketing (GeM) speeds up, enhances transparency, and reduce the cost of purchase of items.The Stock Verification Committee examines and verifies the available stock at the end of each financial year. Further, the committee recommends an auction of stock items if found non-operational. The cash book is prepared regularly by the office staff and verified by the Bursar and attested by the Principal.

External Audit:

As per government standards, external audits are performed every 2 or3 years. The financial records of the state government are periodically examined by the audit team of the Accountant General of Haryana.Higher Education Department Panchkula Haryana, also audits each financial document. The balance sheets and revenue and expenses for the general fund are carefully examined.There are two different kinds of financial resources: first, government funding from the Haryana Department of Higher Education, and second, money collected from students in the form of tuition and other fees. A usage certificate is also supplied following the financial audit, which covers funding for the Placement Cell, Women Cell, Earn While You Learn program, lab upgrade, office costs (O/E), conferences, seminars, and workshops

Transparency in financial transactions

The spending invoices for all Government Grants are filed to the Treasury, and the funds are transmitted via RTGS/NEFT to the vendor's bank account.Students tuition fee is deposited in government accounts via challans.Pre approval of the Principal and the Bursar needed for issuance of Salaries and payments bill after they got cleared from government treasuries .

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

Response:

IQAC (Internal Quality Assurance Cell) of the College has been established in accordance with Government and NAAC guidelines with the Principal serving as the IQAC chair. The IQAC plays a pivotal role in assuring the quality of the college's administrative and academic units' operation and aims to develop a system for conscious and continuous upgrading of the college by employing the following practices:

- IQAC makes rigorous efforts to make a significant and meaningful contribution to the academic, administrative and research environment of the college by nurturing a culture of excellence and promoting the publication of research works by the faculty members
- Deals with the quality measures like preparation of academic and activity calendar incorporating curricular and co-curricular activities for the overall development of the students and encourages the teachers to plan their teaching work in advance.
- IQAC has designed feedback Performa covering the different aspects such as College administration, teaching-learning process, library, basic infrastructure etc. pertaining to four different stakeholders. After receiving the feedback, it is analyzed, and corrective measures are taken to improve the teaching learning environment.
- Every student of the College is attached with a mentor and IQAC has established a system to organize weekly mentor classes to discuss various problems pertaining to their academic growth .
- The IQAC guarantees that APIs are submitted on a consistent basis by the staff for self-evaluation and organizes seminar/workshops on professional growth and self enhancement to strengthen work ethics, keep data skills up to date, and manage stress more effectively.
- IQAC makes Institutional perspective plans which has led to the introduction of new courses and the augmentation of existing facilities, such as smart classrooms, IT facilities, sports facilities, and incubation centre, developing e-learning resources via fullest possible use of the well-equipped library
- Programme-wise learning outcomes has been formulated across all faculties and displayed on the college website department-wise. IQAC has set up a system to evaluate the course outcomes through class tests, assignments, presentations, discussions etc at periodic intervals and encourages all the departments to organize Workshop/Extension lectures on important themes to enrich the overall knowledge base of the students.
- Committees such as NSS, Women Cell, RCC carry out coordinated outreach campaigns and environmentally friendly green projects. to raise students' awareness of social issues and prepare them to be responsible members of society.
- The college website features all of the events and initiatives that the institution runs.
- IQAC ensures Institution preparedness for implementation of NEP.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5.2

Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**
5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	[View Document](#)
NIRF report, AAA report and details on follow up actions	[View Document](#)
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)
Link to Minute of IQAC meetings, hosted on HEI website	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Response:

Government College for Women Punhana is a dedicated institution for the promotion of gender equity. At our institution, we understand the vital importance of fostering an environment that champions equality, inclusivity, and empowerment for all. Our commitment to gender equity is not just a statement but a fundamental aspect of our educational philosophy. Following curricular and extra-curricular initiatives are taken to achieve the goal.

- Substantial portions of English and Hindi subjects are dedicated to the contribution of women in literature and problems faced by women in society.
- Gender related societal issues like female foeticide, dowry, domestic violence, women empowerment through political participation etc. are the part of the curriculum of Political Science in under-graduate classes.
- Women Cell, Legal Literacy Cell, YRC and NSS units of the college organise various activities related to gender sensitisation, human equality and feminine rights throughout the year.
- Our college prioritises girl students safety. CCTV cameras are strategically placed across the campus to ensure a secure environment, particularly for the well-being of our female students.
- The Girls' Common Room in college provides a safe and comfortable space to girls to relax, study, and bond with college mates.
- The Discipline Committee, with a focus on girls' welfare, upholds college standards, promotes a respectful atmosphere, and ensures students' well-being.
- Entry register is maintained for outsiders.
- The college's Anti-Ragging Committee is dedicated to creating a safe and harassment-free campus.
- NSS Wing aims to develop a sense of social responsibility, discipline, leadership qualities and the sense of national pride in girls.
- Counselling through mentor-mentee program is done on a regular basis, problems are heard by faculty members and appropriate solutions are suggested.
- Grievance Redress Committee is another forum to address the variety of issues.
- Police Security (PCR) at the college gate enhances safety by preventing unauthorised access, responding to emergencies.
- Dedicated washrooms for girls students, specially abled and staff members.
- Free Bus facility for girls.
- Driving License and Passport are made in college itself, which offers the door for more

- opportunities.
- College Website provides all the information like scholarship for girls, mechanism for grievance redressal etc.

Through proactive initiatives, we aspire to empower individuals and create a campus where everyone can thrive, promoting a brighter and more equitable future.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.1.2

The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response: B. 3 of the above

File Description	Document
Policy document on the green campus/plastic free campus.	[View Document](#)
Geo-tagged photographs/videos of the facilities.	[View Document](#)
Circulars and report of activities for the implementation of the initiatives document	[View Document](#)
Bills for the purchase of equipment's for the facilities created under this metric	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**

3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response: D. Any 1 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Response:

Our College is dedicated to nurturing an Inclusive environment where diversity thrives. Besides academic excellence, we are committed to shaping responsible citizens through a range of initiatives and programs and we aim to sensitize both students and employees towards their constitutional obligations and to assure that women and students from underrepresented groups have access to all of the resources .

- CCTV cameras in college enhance safety for girls and Grievance Redressal Cell in college ensures a safe environment by addressing complaints, enforcing policies, and promoting awareness by following the Grievance Redressal Policy of the college. Women Cell of the college organize several activities to sensitize and strengthen girls.
- College has special NSS and YRC wings to develop a sense of discipline and social responsibility in students and conduct number of events throughout the year like drug menace, distress and suicides amongst youth, HIV AIDS awareness , road safety awareness, disaster preparedness, several blood donation camps and tree plantation and cleanliness drives .
- SC scholarships in college provide financial aid to deserving Scheduled Caste students, promoting access to higher education and social equity.
- Reservation and concessions are provided to students for admission in college according to Government rules.
- The 'Earn While You Learn' scheme enables economically weaker students to pursue part time employment while studying.
- To enhance accessibility and participation, the College provides facilities for Divyang Jan including ramps, accessible toilets, separate parking spaces etc.

- The college undertakes initiatives like skill workshop under different cells.
- The college also organises mental well-being workshops to help with stress management.
- The College also takes various initiatives to sensitise students and staff towards their constitutional obligations and responsibilities. The college has a functional Electoral Literacy Club that addresses the concerns such as importance of casting votes for a thriving democracy by organizing activities like Voters day celebration, Extension lectures on Women legal rights, Declamation on Loksabha, Constitution, debate on Youth parliament etc.
- Commemoration of special national days that celebrate the lives of our nation builders and days that underline our national character and values. Examples include Republic Day, Independence Day, Environment Day, Yoga Day, Kargil Vijay Diwas, Teachers Day, Hindi Diwas, Bhagat Singh and Mahatma Gandhi Anniversaries, Constitution Day, Geeta Mahotsav, National Unity Day, Annual Sports day and Cultural fest etc.
- The "Har Ghar Tiranga" campaign was promoted through declamation, debate, poster-making and slogan-writing ,
- The college organizes a series of cultural events with the objective of showcasing and appreciating the numerous and different cultural traditions that India possesses. Students from a wide variety of ethnic and cultural backgrounds get together to perform their music and dance for the audience at these events.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.2 Best Practices

7.2.1

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

Response:

BEST PRACTICE – 1

WOMEN EMPOWERMENT ACTIVITIES

Objective:

Women Cell in the college aims at empowering and orienting women to help them attain their own stand in the present world. It focuses on the overall development in all sphere of their life. Women cell focuses to provide and mantain a healthy and promoting environment to the students. The main objective of women cell in Govt,. College for Women Punhana, is acheived through various activities which aim:

- To enhance self esteem and self- confidence among girls students.

- To foster decision making ability.
- To increase awarenessof women related social issues, health, employment, financial awareness and women empowerment.
- To realise women in building up of a healthy society.
- To promote the girls to learn skills and make them capable for being a good enterpreneur.

Context:

Govt. College for Women is the only college nearby which facilitates the girls in all sphere of life enabling them to become agents of social and economic change for the betterment of self, family and society. The students belong to the rural area and the people nearby the community are unaducated or unaware of their rights and duties. Women cell promotes to build a society with social and financial awareness and develope the personality and leadership quality among the students.

Year	Activity	No. of Students	Date
2019	Mehandi Competition under women cell	11	14 Aug 2019
2019	Lecture on Diet and Nutrition	50	26 Sept 2019
2019	Extension Lecture on financial Awareness from Canara Bank, Punhana	30	15 Nov. 2019
2020	Extension Lecture on Women Empowerment	50	11 Jan 2020
2020	Cultural Fest	60	14-15 Jan 2020
2020	Sports Meet	70	03-04 Feb 2020
2021	Poster Making	10	30 Jan 2021
2021	Cooking Workshop	50	28 Jan 2021- 04 Feb 2022
2021	Speech Competition	20	11 Dec 2021
2022	Republic Day Celebration on District Level Got III Prize	12	26 Jan 2022
2022	Extension Lecture on women Empowerment	40	23 Feb 2022
2021	Lecture on Nutrition Gyan	30	25 Jan 2021
2022	Yoga Day	30	21 June 2022
2022	Customer Financial Awareness regarding education loan by canara bank, punhana	100	03 Nov 2022
2022	04 Days beauty and self care workshop	60	14-17 Nov 2022

2023	Youth Red Cross Camp under District Red Cross Society	10	15-20 Feb 2023
2023	District Level Competition in Speech, Rangoli and Essay Writing	06	1 March 2023
2023	District Level Youth Festival Extempore & Story Writing	04	20-21 Nov 2023
2024	Extension Lecture on Gender Sensitization	50	29 Jan 2024

Evidence of Success:

1. Many of the students are selected for Govt./Private job.

2. Many of the students have gone for higher studies.

3. The students have won prizes on District, State and National Level .

Problem Encountered and Resources Required:

Teachers encourage students to participate and guide while participating, as an integral part of curriculum. Lack of ample funds and time management are some issues but the faculty is committed to continue and inculcate these values in our future generations. Govt. College for women punhana is situated nearly 2-2.5 km away from main city. so there is lack of basic facilities. Most of the Parents dont allow girls to participate outside the college/city.

BEST PRACTICE – 2

IMPARTING VALUES THROUGH CO-CURRICULAR ACTIVITIES

Objective:

The purpose of Value Education is to develop integrated and balanced personality of our students. Government College for Women Punhana has always worked with a mission to give a Value orientation to Education through its Extra Curricular Activities. Active participation in co-curricular activities arouses curiosity, creates interest and inculcates values like Love, Kindness, Honesty ,Integrity, Discipline,Hard work , Cooperation and Patriotism etc.

Context :

Active participation in co-curricular activities arouses curiosity, create interest and inculcates values in the students and develop their all-round personality . They must be made purposive and fruitful and should be treated as part of the curriculum as they help the students to gain self- confidence, get rid of shyness and inferiority complex, and identify their potential abilities and skills.

Practice: At Government College for Women Punhana has Numerous Cells, College Clubs and Committees including NSS which conduct several programs throughout the year to reinforce the values that have been imparted in the classroom.

Activities	**Values Imparted**
• **Arrange seminars, workshops and debates**	• **Participation, courage and communication skill etc.,**
• **Group discussions**	• **Co-operation, time consciousness, good manner, rational consciousness, obedience, regularity and sincerity.**
• **Celebrating national festival of different religions.**	• **Unity in diversity.**
• **Yoga and meditation.**	• **Devotion to God, self-discipline, selfrealization and control of senses.**
• Competition in sports and games.	• **Sportsmanship, team spirit and tolerance.**
• Silence.	• Control of speech.
• **Cultural programs.**	• Cultural and moral values.
• **Helping hand in keeping campus clean and green.**	• **Develop the sensitization to sustainable environment.**

Evidence of Success:

All these activities and their implementation not only develop moral values in students but also led to a bonding between students and teachers.The extra curricular activities led students to understand that each of them has a different learning capacity. Some might be weak at a certain area where the other excels. All students cooperated to uplift each other and teachers also adjusted their teaching styles to fit a certain student's way of learning to instill a sense of hope in them, which gave them confidence and motivation

Problems Encountered and Resources Required : Considering co-curricular activities, teachers try to provide time for those activities, encourage students participation and provide guidance while participating, as an integral part of curriculum. Lack of ample funds and time management are some issues but the faculty is committed to continue and inculcate these values in our future generations.

File Description	Document
Best practices as hosted on the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Response:

INSTITUTIONAL DISTINCTIVENESS: EXCELLENCE IN CO-CURRICULAR ACTIVITIES

Govt. College for women Punhana offer a distinctive blend of academics and co-curricular activities in intra college and inter college competitions. These activities promote discipline, teamwork, and physical fitness while fostering a sense of community. Government College for women punhana, create opportunities for the students to excel both in the campus and outside the campus.

Facilities:

Sr. No.   Co-curricular Activities

1   Declamation

2.   Essay Writing

3.   Rangoli

4.   Mehandi Competition

5.   Musical Chair Race

6.   Self Compose poietry

7.   Story Writing

8.   Extempore

Achievements of Students in last 5 years:

Over the years, our institution has consistently excelled and made a mark in various co-curricular arenas across the nation. From inter-college competitions to State Level our students have showcased outstanding individual and team performances. In the last five years, one student won Ist postition in story writing at state level competition and participated in story writing at national level. Our college has been a hub for nurturing talent and achieving excellence in the field of co-curricualr activities. Apart from this, our students go to different institution to participate in differenet competition at regular intervals and get positions. Few notable achievements are as follows :

State Level Achivements:

Sr. No.	Session	Name	Activities	Position
1	2023-24	Pooja	Story Writing	I

District Level/ Inter-College Level Competitions:

Sr. No.	Session	Name	Activities	Position
1	2021-22	Tabassum	Declamation	II
2	2021-22	Pooja	Essay Writing	I
3	2021-22	Shama	Rangoli	II
4	2021-22	Aaliya	Mehandi	I
5	2021-22	Taliba	Speech Competition	III
6	2021-22	Isheeka	Self Compose Poetry	III
7	2022-23	Asha Rani	Declamation	I
8	2022-23	Pooja	Essay Writing	I
9	2022-23	Sapna Saini	Rangoli	I
10	2022-23	Taliba	Speech Competition	II
11	2022-23	Pooja	Essay Writing	I
12	2022-23	Sapna Saini	Rangoli	I
13	2023-24	Pooja	Story Writing	I
14	2023-24	Aaliya	Declamation	II
15	2023-24	Sangeeta	Musical Chair	II

Participation

College has a very good environment for the exposer of girls. Throughout the year our students participate in a number of events organized within and outside the Institution, but Annual sports meet and cultural fest in college is an eagerly anticipated event that brings together Students, Faculty, and Staff for a day of spirited competition and celebration of different activities. This event holds a special place in the college calendar for several reasons.

- Firstly, it promotes physical fitness and healthy competition among students. It encourages them to actively participate in sports and cultural activities, fostering a culture of fitness and well-being.
- Secondly, sports and cultural activities are a great equalizer. They provides a platform where students from various backgrounds and disciplines can showcase their talents, promoting inclusivity and diversity.
- Furthermore, sports and cultural activities enhance the sense of community within the college. Students form teams, cheer for their peers, and share in the joy of victory.
- Sports and Cultural Activities often include a range of events such as race, jump, javelin throw, folk dance, solo dance, group dance, solo song, group song etc. to ensure there's something for everyone to enjoy.
- In conclusion, college annual sports meet and cultural fest are not just about competition but also foster a healthy lifestyle, build a sense of togetherness and create lasting memories for students. It's a day when the college community comes together to celebrate the importance of culture and traditions.

In conclusion, college balances both co-curricular activities and academics for holistic development of students. Culture of co-curricular activities in college culminates into positions at District/Inter-college/

State/National level. It also helps students from rural and agricultural background to showcase their talents in different activities.

File Description	Document
Appropriate web in the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

5. CONCLUSION

Additional Information :

As this college is situated in such area which is surrounded by notified backward area, the students enrolled in the college are of rural area with poor financial background. Therefore, the college aims to give all round information to its students making them academically excellent and socially committed citizens.

The college has made remarkable contribution in the lives of girls who belong to rural areas. The college is committed for holistic development of studnets and equip them with life skills, strength of character and knowledge to face any challenge in life.

The college is sentitive toward the needs of the local community and also recognizes the special needs of differently abled students and has set-up various facilities for their convenience. It functions as per the Code of Conduct as prescrbied by the Statte Government for various stakeholders. The great values like unity, justice and fraternity are inculcated in the students through celebration of various national festivals and recognition of national personalities.

Concluding Remarks :

The college commits to empower students to acquire and value knowledge and skills that support them as lifelong learners. The college fosters an enthusiatic, creative community of learners prepared to continue their intellectual, emotional and physical development.

The college strives to create an inclusive environment that values diversity and promotes respect among all community members. The college focuses on value based education which includes creating awareness among students with respect to gender sensitivity and equality, environmental consciousness and professional ethics. The college is also committed to provide a safe and healthy environment to students and employees. It sensitize them with the mechanism to deal with any kind of sexual harrassment.

In conclusion, college balances both co-curricular activities and academics for holistic development of students. Culture of co-curricular activities in college culminates into positions at District/Inter-college/ State/National level. It also helps students from rural and agricultural background to showcase their talents in different activities.