



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution		K. T. GOVT. COLLEGE, RATIA
• Name of the Head of the institution	DR. RANDHIR SINGH BENIWAL	
• Designation	PRINCIPAL	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	01697252100	
• Mobile No:	9416165062	
• Registered e-mail	ktgcratia@gmail.com	
• Alternate e-mail	ktpgcollegeratia@gmail.com	
• Address	SARDUL GARH ROAD, RATIA	
• City/Town	RATIA	
• State/UT	HARYANA	
• Pin Code	125051	
2.Institutional status		
• Affiliated / Constitution Colleges	AFFILIATED	
• Type of Institution	Co-education	
• Location	Rural	
• Financial Status	Grants-in aid	

• Name of the Affiliating University	CHAUDHARY DEVI LAL UNIVERSITY, SIRSA
• Name of the IQAC Coordinator	DR. SUMITRA SANGWAN
• Phone No.	01697252100
• Alternate phone No.	01697252100
• Mobile	9896323377
• IQAC e-mail address	drsumitrasangwan@gmail.com
• Alternate e-mail address	ktgcratia@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year)	http://ktgcratia.ac.in/images/27/MultipleFiles/File27241.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	http://ktgcratia.ac.in/images/27/QuickLinkPdf/AcademicCalendar.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	55.65	2003	21/03/2003	20/03/2008

6.Date of Establishment of IQAC

05/11/2016

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
K. T. Govt. College, Ratia	Medical bill reimbursement	DGHE, Panchkula	2022-23	89,873/-
K. T. Govt. College, Ratia	Science Exhibition	DGHE, Panchkula	2022-23	10,000/-
K. T. Govt. College, Ratia	Passport	DGHE, Panchkula	2022-23	4,09,800/-

K. T. Govt. College, Ratia	Augmentation of Laboratories	DGHE, Panchkula	2022-23	89,257/-
K. T. Govt. College, Ratia	Empowerment of girls students	DGHE, Panchkula	2022-23	25,000/-
K. T. Govt. College, Ratia	Earn While You Learn	DGHE, Panchkula	2022-23	40,000/-
K. T. Govt. College, Ratia	Sports	DGHE, Panchkula	2022-23	12,000/-
K. T. Govt. College, Ratia	Library Grants	DGHE, Panchkula	2022-23	5,00,000/-
K. T. Govt. College, Ratia	Placement Cell	DGHE, Panchkula	2022-23	11,500/-
K. T. Govt. College, Ratia	Learning driving Licence	DGHE, Panchkula	2022-23	1,95,000/-
K. T. Govt. College, Ratia	Scholarship and stipend	DGHE, Panchkula	2022-23	2,62,473/-
K. T. Govt. College, Ratia	Electricity	DGHE, Panchkula	2022-23	1,50,000/-
K. T. Govt. College, Ratia	Contractual Services	DGHE, Panchkula	2022-23	31,35,209/-
K. T. Govt. College, Ratia	Office Expences	DGHE, Panchkula	2022-23	39,829 /-

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year	8	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>The Internal Quality Assurance Cell (IQAC) has become a driving force for pathfinder in quality by working out intervention strategies to remove deficiencies and enhance quality. All the quality assurance measures across academic, planning and administration which were earlier independently monitored and executed at different levels are now supervised by the IQAC. The IQAC has initiated the process of the development of quality benchmarks for the academic and administrative activities of the college. IQAC suggested several quality initiatives for the institutions for the sessions 2022-23.</p>		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		
Plan of Action	Achievements/Outcomes	
1.The matter of cleanliness was discussed with the college Principal.	1. A cleanliness committee was formed in the college in this regard and a special cleanliness campaign was run in the college through MANREGA workers.	
2. The planning of teaching methods were according to the need of students.	2. The quality of education is improved	
13.Whether the AQAR was placed before statutory body?	No	

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-2023	12/02/2024

15. Multidisciplinary / interdisciplinary

The college welcomes the New Education Policy 2020 as it is student-centric and based on a very liberal curriculum and multiple entry and exit system for students. Our college prioritizes a vibrant and robust multidisciplinary curriculum to significantly enhance the experience. It takes pride in offering a wide range of courses with diverse subject combinations to the students. In addition, the college diligently implements equity and inclusive education through measures such as providing reservations and scholarships for students from marginalized and economically weaker sections. The college is actively preparing to implement the New Education Policy (NEP) 2020 from the 2024-25 session, as per the provisions of the affiliated university CDLU, Sirsa. As per the NEP, multidisciplinary and interdisciplinary courses will be introduced accordingly.

16. Academic bank of credits (ABC):

Not available

17. Skill development:

Khalsa Tri-Shatabadi Govt. College, Ratia provides a comprehensive range of facilities to support students in developing essential skills for both personal and professional success. The college emphasizes soft skills through workshops and group activities designed to improve teamwork, leadership, adaptability, and emotional intelligence. These programs foster students' ability to thrive in diverse and collaborative environments. To enhance language and communication skills, the college offers language labs and communication workshops that focus on improving verbal, non-verbal, and written communication. These resources help students gain confidence in expressing ideas clearly, essential for academic achievement and future careers. Life skills are prioritized through

yoga training, fitness programs, and health and hygiene workshops. These initiatives promote physical well-being and mental balance, ensuring students maintain a healthy lifestyle while managing academic pressures. The focus on holistic health equips students with the tools to sustain long-term productivity and well-being. The college also provides state-of-the-art ICT and computing labs equipped with modern technology, where students can learn and enhance their digital skills. From basic computing to advanced programming, these facilities prepare students to navigate the digital world confidently, ensuring they are well-versed in the technological demands of today's workforce. These facilities collectively ensure that students are well-prepared for the challenges of modern life.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Not available

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The curriculum is delivered by the teachers in every manner so that course/ program outcome may be achieved.

20.Distance education/online education:

The faculty members provided online education to the students during pandemic of COVID-19 by way of Zoom, Google meet platform and You tube channels. Besides students are connected through Whatsapp groups in order to supply relevant latest information or subject related notes.

Extended Profile

1.Programme

1.1 04

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 858

Number of students during the year

File Description	Documents
Data Template	View File

2.2

272

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3

257

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1

21

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2

37

Number of Sanctioned posts during the year

Extended Profile

1. Programme

1.1	04
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	858
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	272
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	257
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	21
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	37
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	25
Total number of Classrooms and Seminar halls	
4.2	6894941.50
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	98
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

An induction program is organized every year in the college at the beginning of the academic session which is actually a teacher-student meet as well as introduction function in which students are informed about various college related activities and rules, cultural programs, sports meet, time-table, bus-pass, library, NSS, Red-Cross and other important topics. The number of classes for each subject is decided by the CDLU University as per the syllabus and credits (PG) assigned to each subject/group/paper etc. The college administration provides a well-constructed semester-wise routine/schedule/timetable for each semester for both UG and PG classes. Each teacher prepares the schedule of the course subject which is duly approved by the Principal. The teachers prepare their lectures as per the allotted syllabus and classes assigned to them. The classes are conducted as per the timetable under the supervision of the college administration.

Different classroom teaching methods are regularly used depending upon the different requirements of different subjects for effective delivery of the curriculum such as, use of chalk/marker on the board, distribution of class notes by teachers, group discussions among students during the class, micro teaching and seminars by students related to the curriculum.

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

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

College followed the Academic calendar of CDLU Sirsa during the session 2022-23, from which our college is affiliated. During the session, activities like Cultural, Sports, NSS, Red-Ribbon Club and Youth-festival related activities were held according to schedule of CDLU, Sirsa and other activities like essay writing competition, Slogan writing Competition, Science- exhibition, Quiz, Women Cell activities etc. were organized as per schedule provided by DGHE- Punchkula. The college introduced surprise class tests, assignments and attendance based evaluation systems in the college for internal Assessment. Students were also evaluated through organizing debates, group discussion, seminar presentation etc.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	NIL

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

Academic council/BoS of Affiliating University Setting of question papers for

A. All of the above

**UG/PG programs Design and Development
of Curriculum for Add on/ certificate/
Diploma Courses Assessment /evaluation
process of the affiliating University**

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

1.2 - Academic Flexibility

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

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

04

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

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

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

number of students during the year

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

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

The cross cutting issues relevant to Gender, Environmental Sustainability, Human Values and Professional find an abundant space in the curriculum of our college. Human Values: We find human values in the courses such as English, Hindi and Punjabi

Professional Ethics: Professional ethics are a part of the course covered by the students of B.A. B.Com. and M.A. Punjabi students.

Gender: Courses such as English (Literature), Hindi (Literature) and Punjabi making students aware about the gender discrimination prevalent in the society and other gender related issues. The teachers empower girls by sensitizing them and discussing the issues in the women cell activity. Girls are encouraged to come forward and take part in every activity.

Environment and Sustainability: Environmental Science is a compulsory subject in all three year for UG students of all streams. This subject introduces students to the interrelationship between man and the environment for a understanding of the perceptions and policies towards a better environment. It helps them to understand the management of the natural resources, alternative energy resources, effect of climate change, pollution control etc.

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

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

0

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

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

0

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

1.4 - Feedback System

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

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

440

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

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

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

312

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

2.2 - Catering to Student Diversity

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

There is not any such mechanism at the college. The students used to contact the faculty , if they feel during the spare time.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
858	21

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

KTGC Ratia community believes that learning is not a teacher-centric exercise. It should attempt to cater to the needs of the student community. This faith is translated into practice by introducing innovative student centric methods along with the conventional teaching framework.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. ICT enabled teaching methodologies like e-mail, animated or live video demonstrations, online lectures, e-mails etc are regularly used by faculty.

ICT Tools:

1. Projectors- Projectors are available in different classrooms/labs

2. Desktop and Laptops- Arranged at Computer Lab and Faculty cabins all over the campus.

3. Printers- They are installed at Labs, HOD Cabins and all prominent places.

4. Photocopier machines - Multifunction printers are available at all prominent places in the campus. There are photo state machines available in campus.

5. Scanners- Multifunction printers are available at all prominent places.

6. Seminar Room- One seminar hall is equipped with all digital facilities.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

2.3.3.1 - Number of mentors

20

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

21

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	No File Uploaded
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

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

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

05

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	No File Uploaded

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

2.4.3.1 - Total experience of full-time teachers

79

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	No File Uploaded

2.5 - Evaluation Process and Reforms

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

Mechanism of internal assessment is transparent and robust in terms of frequency and mode:

The evaluation process of internal assessment involves various assessments such as assignments, class tests, internal assessment, practical examinations, and seminar/viva-voce exams. Students need to submit two assignments based on their syllabus, with each assignment carrying 5 marks. Additionally, one class test is conducted by each teacher, which also carries 5 marks. Internal assessment marks are based on two assignments, one class test, and attendance, which comprises 20 marks.

The evaluation process of internal assessment of PG class has test of 20 marks, 5marks for assisment and 5 marks for attendance

.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

At the beginning of the semester, faculty members inform the students about various components of internal assessment i.e. two assignments, one Class test and at least 75% attendance. The internal assessment test schedules are prepared as per university guidelines and are communicated to students well in advance.

Attendance of students is regularly marked in register by respective teacher which is monitored by principal of college. To make the mechanism university cell and NSO committee ensures that university roll numbers are not issued to students who don't meet the eligibility criteria. There is complete transparency in the internal assessment for each assessment method. All the records and data bank of attendance in internal Examinations, Question papers, valued answer sheets/copies, summary of marks sheets, are properly maintained by the teachers.

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

2.6 - Student Performance and Learning Outcomes

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

The KTGC Ratia has clearly stated learning outcomes of the Programs and Courses.

The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students. The importance of the learning outcomes has been communicated to the teachers in every IQAC meeting and College Committee meeting. The students are also made aware of the same through Tutorial meeting.

The institution has taken a proactive approach to communicate the Programme and course outcomes to all stakeholders, which is a positive step towards enhancing the quality of education offered by the institution.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Programme outcomes and course outcomes are evaluated by the KTGC Ratia: For evaluating this, the college has a common assessment system. The progress and performance of each student throughout the program is monitored through an organized mechanism.

The internal evaluation is based on two centralized examinations, first at the end of odd semester and the second at the end of even semester. Assignments, seminars and attendance are also considered. This strategy facilitates the continuous monitoring of students' progress. Internal and model examinations are scheduled and conducted as per the University examination calendar. Each department conducts class tests regularly for each course, the scores achieved are one of the indicators of the Course Outcomes. Each semester minimum two assignments are given to students and are taken into account for the internal assessment score.

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

2.6.3 - Pass percentage of Students during the year

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

199

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<http://ktgcratia.ac.in/images/27/MultipleFiles/File27174.jpeg>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

3.2 - Research Publications and Awards

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

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

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

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

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

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.3 - Extension Activities

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

For the students, extension activities play a vital role and provides a platform to service the society and surroundings. Many activities of diverse nature have been conducted in the college campus for developing students as responsible, socially conscious, rational and humane citizens. Extension lectures on socio-cultural issues & activities and competitions on crucial topics and skill enhancement workshops are organized very frequently. Annually, seven-day camp and one day camps are organized by NSS units. The girl students are sensitized by the Women Cell about gender equality, the Legal Literacy Cell about rights, duties, laws and rules, the placement cell creates a sustainable link between career growth and societal welfare and the subject societies about the role of the respective subjects in creating conditions for the whole growth of the country.

File Description:

- Paste link for additional information

Upload any additional information

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

3.3.2 - Number of awards and recognitions received for extension activities from government

/ government recognized bodies during the year

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

01

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

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

01

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

100

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

3.4 - Collaboration

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

0

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

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

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has 25 classrooms, including one seminar hall, used primarily for teaching. Of these, 24 are traditional classrooms, and one is ICT-enabled with facilities such as smart classrooms, Wi-Fi, and LAN connectivity. The classrooms are arranged in a row-style seating, where desks face the front of the room. This layout allows teachers to move easily between rows, supervise students efficiently, and maintain student focus. The schedule is designed to ensure maximum classroom utilization throughout the day.

Additionally, the college has three computer labs. These labs serve all students in practical groups, providing essential digital resources. Regular assessments are conducted to maintain and upgrade the ICT tools, including internet services, ensuring that the technology remains up to date.

There are five specialized laboratories dedicated to different subjects—physics, chemistry, geography, botany, and zoology. These labs are used by students for hands-on practical experiments, typically in small groups of 15 to 25 students. This structure ensures that students receive adequate attention and guidance during their practical sessions, fostering a more effective learning environment. Regular use of these labs contributes significantly to the practical understanding of the subjects taught.

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

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

The college actively promotes cultural activities through a dedicated cultural committee formed each year. This committee, working independently under the supervision of the Principal, is responsible for ensuring the smooth execution of cultural events throughout the year. One key event is the Talent Search Programme, organized in the odd semester for newly admitted students, which serves as a platform for showcasing student skills. In the even

semester, the college hosts the Phulkari Programme. The institution is well-equipped to support these events with facilities like a seminar hall for literary activities and a large stage for singing and dancing performances.

In addition to cultural activities, the college boasts excellent sports facilities. It has a large playground for outdoor sports like cricket, football, kabaddi, kho-kho, and athletics, along with a volleyball court. These facilities are available to all students, and the Department of Physical Education provides expert guidance for training and practice. The college grounds are also used for hosting major events like convocation ceremonies, annual functions, and inter-college sports meets.

The college gym, located in Room No. 14, is fully equipped with modern fitness equipment like cycling machines, stretching apparatus, and muscle training tools. It helps students, particularly athletes, maintain their fitness and physical well-being.

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

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

0

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

0

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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

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

124643

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

4.2 - Library as a Learning Resource

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

1. Library is automated using Integrated Library Management System (ILMS).

2. Name of the ILMS software is SOUL 3.0

3. Nature of automation: library is fully automated

4. Version of software is 2.0 it will be updated as and when new version is being made available to us by inflibnet center

5. Automation of all books is made in each session.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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

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

151634

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

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

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

50

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

The COVID-19 pandemic had a significant impact on students' lives and this institution took responsibility for assisting them in staying engaged and becoming responsible citizens. The college purchased ICT equipment to aid teachers in conducting online classes and creating e-content such as videos, presentations, images, and quizzes. New smart classrooms were added, including LAN, Wi-Fi, and projector facilities. The college has 26 classrooms, including one seminar hall, with ten of them equipped with smart classes, projectors, Wi-Fi, and LAN. There are two computer labs with high speed internet and LCD screens, which can be used for real-time information sharing. The college conducts live budget telecasts to help students gain practical knowledge. The institution periodically assesses the need for maintenance and upgrades of ICT tools, such as internet facilities, smart classrooms, printers, and computers, and strives to provide high-speed internet and Wi-Fi for teachers and students. Now the institution has 100 MBPS bandwidth facility including Wi-Fi coverage in campus.

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

4.3.2 - Number of Computers

98

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

4.3.3 - Bandwidth of internet connection in B. 30 - 50MBPS

the Institution

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

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

55000

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

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

The college has a well-established mechanism and set procedures for maintaining and utilizing the mentioned facilities. The delegation of duties is made through a comprehensive system of committees headed by respective convenors. The committees function

independently for their allotted work under the overall supervision of the principal. The college construction committee remains busy throughout the year in keeping college property in good stead. The principal is empowered to allow small repairs, while major repairs and works involving expenditure above one lac require the college to write to higher authorities for financial assistance. The college follows a well-defined policy and procedure for maintaining, utilizing, and upgrading facilities, including classrooms,

computers, labs, sports facilities, and the library. The college assesses the need for the upgradation of ICT tools and makes efforts to get grants for such improvements. The large classrooms are used frequently to conduct co-curricular and extracurricular activities round the year, and college grounds are used for events/functions/ceremonies and for organizing sports meets. The library has a rich collection of about 19000 books that cover all the important subjects, and relevant magazines are subscribed and made available to the students. The college encourages students to make full use of these facilities and has a well-set mechanism maintain and improve them.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

616

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

24

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

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

A. All of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

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

D. Any 1 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

NIL

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

3

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

06

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

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

00

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

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

The students are actively engaged in academic administrative bodies, subject associations, cells/committees of the institution to facilitate their representation in shaping the academic environment of the college. The College ensures involvement of students in these committees which are explained below: Internal Quality Assurance Cell: Students are integral part of the IQAC of the college and help taking decisions regarding quality initiatives. The college has constituted various subject societies for each department which conducts extracurricular, cultural, sports and extension activities for the department. All the activities of the societies are organized by the students under the guidance of concerned teacher. Moreover, various cells like Women cell, Legal Literacy Cell, Young Speakers Club, Environment Club, Red Ribbon Club, Road Safety Club, Placement Cell, Alumni Committee etc. are coordinated, executed and managed by the student representatives. The volunteers of NSS and NCC are mainstay of the organization of different events and functions.

The students passed from this reputed institution are very well placed in reputed positions. Many such students are closely associated with the Alumni Association and they take active interest in the activities of the association.

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

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

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

05

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

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

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

Describe contribution of alumni association to the institution within a maximum of 200 words

The students passed from this reputed institution are very well placed in reputed positions. Many such students are closely associated with the Alumni Association and they take active interest in the activities of the association. The meeting of the alumni has been a regular process for last many years. There are concentrated efforts on the part of college staff and

administration to mobilize maximum number of old students and motivate them to become participative in the association. This resulted in great success and a large-scale Alumni Meet was organized in 2021-22 and it was decided that annually such meet would be organized on the first Sunday of March every year. In 2021-22, a Directory containing the ready database of registered alumni showing their batch no, present position and address was unveiled in the meet which invited queries from a large number of old students who want to be the part of this process.

File Description:

- Paste link for additional information
- Upload any additional information

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The college is governed effectively in tune with the well thought out vision and mission. The basic aim of college activities is to develop core competence among students and inculcate in them a profound orientation for societal welfare. The Vision of the college is to develop nascent youth force into fully capable, visionary, innovative and socially conscious human resource for India by following rigorous quality standards. The college family

is working really hard as a cohesive team and its mission is to translate the ennobling vision statement of the college into reality. The college administration ensures transparent, conducive and grievance free environment so that all stakeholders feel a sense of belongingness with the institution. The Principal and teacher-in-charges take decisions in consultation with the concerned students and teachers. A detailed mechanism for students' representation in various bodies is the part of college governance. The laboratory and non-teaching staff is integral to the working of the college. This creates such a favourable environment that they grow simultaneously and remain self-inspired. The college administration is regularly engaged in upgrading and improving college facilities for providing quality education to students.

The college is governed effectively in tune with the well thought out vision and mission.

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

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

Being one of the premier institutions of Haryana, the college sanctions functional autonomy to all its stakeholders in decision making process and planning by incorporating policy of Decentralization and Participative Management. Various committees are formed at the onset on academic session. Some committees are formed later as per requisition. Presently, the college has 52 committees and 18 subject association consisting of the convener, co-convener, student representatives, and non-teaching staff to perform various functions of the college. The authority is delegated to committees & accountability is fixed for the effective performance of the committees which reflects the decentralized governance system in true spirit. The hierarchy of decentralized Governance System is as follows: Director, Higher Education, Haryana> Principal> College Council>Head of the Committee> Members of Faculty> Student Representative Head> Student Executive Members> Nonteaching/Supportive staff. Heads of various Departments and Conveners of various cells/committees/subject associations enjoy full operational

autonomy for carrying out the activities of their departments/cells/associations. Heads of the departments/cells are free to plan and execute the curriculum enrichment agenda, activity planners, work load, departmental time table, collaborations, extension/outreach activities. The diversified co-curricular/extra-curricular and extension activities running throughout the year by different designated cells are examples of decentralization and participative management.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college administration, in consultation with all stakeholders evolved five-year development plan to improve college amenities. The college is also committed to implement the recommendations of Peer Team of Cycle III. In last five years, the main emphasis has been on the major improvement in college infrastructural facilities in tune with the progressive needs of the students. The college administration has achieved commendable success on this key indicator of perspective plan as mentioned below: A block of twenty class rooms with two Departmental Rooms along with other ancillary facilities prepared. The Multipurpose Shelter has been constructed to facilitate the organization and rehearsal of co-curricular and extracurricular activities. The new Car & scooter Parking has constructed to accommodate the present parking requirements. The grant for College Canteen renovation and development has been received and the work will be started soon. A committed electricity substation has been constructed for unhindered supply of electricity in the college campus. The sports ground has been leveled again with scientific precision to remove ground related inconsistencies for better sports facilities to students. An open gym has been created adjacent to the sports ground for providing ready exercise facility to students and staff.

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

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

The organizational structure of the college constitutes- Director Higher education, Haryana, Principal, Vice Principal, College Council, Bursar, Head of the Departments, Teaching staff, nonteaching staff and Support cells/Departments. The in-charges at different levels of the hierarchy; work in consonance to achieve the desired institutional plan. They review the institutional strategy and set the academic objectives. They also frame the financial strategies. Students and external members in various Committees/ Boards are also involved for the sustenance of the institutional capacity and educational effectiveness. The broader policies are decided at governmental level keeping in view the needs of stakeholders and are communicated to the college in categorical terms for their effective implementation. The college also frames some rules for daily conduct of activities which are made available through college website, regular notices and teacher-taught meetings. The appointments are made on the basis of merit by following a detailed procedure by the Haryana Public Service Commission for teachers and Haryana Staff Selection Commission for non-teaching staff. The service rules are decided by the government and there is uniformity in these rules for colleges and other administrative departments. However, for the teachers, they are reframed in consonance with the UGC guidelines.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The college has developed effective welfare measures for intellectual, professional and economic development of both teaching and Non-Teaching Staff. The following facilities have been provided to the staff: GPF/NPS/GIS and ESI coverage for all as per rules Cashless and Reimbursement Medical facility for the staff and their dependent. Ex-Gratia Facility for staff. Handicapped Allowance for Disabled employees. Fixed percentage of their pay as House Rent Allowance Children Education Allowance upto 12th for two children. Loan facility for the staff such as Computer Loan, house loan and vehicle loan within the permissible limits decided as per their designation and salary by the Govt. in four years block as LTC for meeting their excursion expenses. Refundable and Non-refundable loan from GPF accounts. Special Provisions for employees having status of-unmarried females,

widow/widower, chronic disease, handicapped, Couple Case etc in Online transfer derive Child Care and Maternity leaves with full pay to female employees. Earned Leaves for all the Regular Staff. Professional development of the staff by imparting training and exposure through training workshops, seminars and extension lectures, orientation programmes, refresher courses and faculty development trainings.

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

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

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

0

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

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

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

0

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

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

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

12

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

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

There is an effective performance appraisal system for teaching & non-Staff based on the annual active involvement of the concerned

staff members. It helps them to evaluate themselves. The appraisal of teaching faculty is done through ACR, API, and CAS which is based on three parameters academic, research and extra-curricular activities. The Annual Confidential Report known as the annual appraisal, is assessed by the Principal and Directors from the Head Office. Academic Performance Index known as API is for regular teaching staff which includes three criteria- teaching, learning and evaluation related activities, co-curriculum, extension and professional development related activities and research and academic contribution as per UGC/DHE norms under CAS for promotion to higher stages. The Non-teaching staff is evaluated on the basis of parameters prescribed by the State Govt under CSR norms involving qualitative measures like integrity, punctuality, discipline, and work-conduct properly. This overall evaluation is done at first by the deputy superintendent, then by the concerned in-charge and Principal. The performance appraisal of the Principal is done by the Deputy Commissioner followed by Director Higher Education, Haryana. Besides, the informal routine assessment and evaluation is regularly conducted by the Principal, HoD's, Senior Faculty Members and peer group.

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

6.4 - Financial Management and Resource Mobilization

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

The College is a government establishment which adheres to the financial rules framed by Finance Department of Haryana Government. The policy orders are issued by Department of Higher Education, Haryana which are binding on the college. There is a system of regular periodic audit of expenditure to ensure strict compliance of procedure in spending money as per sanctioned provisions. There is an internal mechanism for regular audit of expenditure and financial transactions by an earmarked financial officerbursar-cum-internal auditor in the college. No financial transaction is permissible without his. He keeps a good vigil

ondifferent heads of expenditure and ensures compliance of regulations. He advises the Principal about the financial record keeping and ensures the fidelity of financial accounts. Besides, there is mechanism for periodic external audit of finance. The external auditors examine records thoroughly to check the veracity of facts, to oversee strict compliance of financial rules and procedures and fix responsibility of college administration.

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

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

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

NIL

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

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

The college is a government establishment which adheres to the financial rules framed by Finance Department of Haryana Government including resource mobilization. The college receives grants from the Department of Higher Education,

Haryana such as Salary, the conduct of various co-

curricular/extra-curricular activities, Lab up-gradation, the purchase of books, the maintenance and enhancement of infrastructure including ICT. The budget is allocated as per the requirements and policy parameters of State Government. Fees and funds are received from students for earmarked activities related to students' welfare, teaching-learning, co-curricular/extra-curricular and other activities. The college also gets financial grant from UGC/ RUSA for certain required activities and infrastructural up-gradation. In addition, the college gets financial assistance from the local M.P. and M.L.A. Fund and Municipal Corporation for infrastructure upgradation. Equally, philanthropists and staff members contributed in improving drinking water facilities in campus and girls' hostel. The Alumni Association provided financial support for open gym facility and extended monetary assistance to the needy students. The college ensures proper documentation and mobilization of financial resources with optimum exploration without any pilferage. Proper areas of needs are chalked out with execution strategy. The work is ensured at the lowest rates without compromising the quality.

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

6.5 - Internal Quality Assurance System

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

The IQAC is working in close association with college administration and all other stakeholders to maintain high quality standards since its inception in 2009 and is instrumental in institutionalizing quality assurance strategies and processes in college functioning. The IQAC periodically assesses the college activities/facilities and suggests accordingly for the betterment. The college building constructed in 1976 needed major overhauling. For providing enhanced facilities of laboratories, smart class room, e-resource centre, new courses and better accessibility,

there was a dire need of addition of rooms and other infrastructural facilities. On the suggestion of IQAC, the college administration decided to work for regular enhancement of infrastructural facilities which were achieved by adding 20 classrooms, New Car Parking and Multipurpose Open Theatre. The IQAC strived hard to create a perennial link with the students for creating in them a deep sense of belongingness, mobilizing funds and getting real time data on students' career progression, placement and relative efficacy of learning expectations of the institution.

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

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

There is an institutional mechanism to review teaching learning processes, structures, methodologies and learning outcomes regularly through Heads of the departments who along with teachers are responsible for the conduct of teaching- learning activities. The IQAC of the college regularly observers the efficacy of different activities related to teaching-learning and provides necessary suggestions to the Principal for maintaining the quality standards. The college keeps on reviewing and revising its teaching learning processes, structures and methodologies of operations and learning outcomes under the guidance of IQAC. Procedures and operations are reviewed by the IQAC every year. External review is also conducted by the Head Office time and again.

Inputs are taken from each department/Cell for all the seven criterions of NAAC Accreditation Process and performance under each metric is recorded by the IQAC. After the analysis of all the metrics under each Key Indicator of seven criterions IQAC chalks out the plan for the next academic session to be followed by all

the departments and cells.

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college has implemented a range of measures this year to foster gender equity across curriculum, co-curricular activities, and campus facilities. In the curriculum, courses have been introduced on human rights, governance, and gender equality to instill these principles in the academic framework. Co-curricular efforts include gender sensitization programs led by the Women's Cell, which organized multiple activities throughout the 2020-2021 session. These programs address critical issues such as menstrual hygiene, gender discrimination, personal safety, and fostering an

inclusive environment. Additional support comes from the NSS/NCC units and the Legal Literacy Cell, which host competitions, lectures, workshops, seminars, and rallies to further promote gender awareness.

To support female students, the college provides dedicated facilities, including career and psychological counselling, health and hygiene services, a furnished girls' hostel and common room, a gym, and a hygienic canteen. Mentor-Mentee meetings are held regularly to address female students' concerns privately. The campus is also accessible to those with disabilities, with ramps, rails, wheelchairs, and easily accessible washrooms. Menstrual hygiene is prioritized through sensitization initiatives and a sanitary vending machine. Sexual harassment issues are strictly managed by the Anti-Sexual Harassment Committee, while 24/7 camera surveillance, proctorial duties by the staff, and DURGA SHAKTI security personnel work together to ensure a safe and secure environment for female students.

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

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

C. Any 2 of the above

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

7.1.3 - Describe the facilities in the Institution for the management of the following types of

degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

K.T. Govt. College, Ratia has established efficient waste management practices to ensure environmental sustainability. For solid waste disposal, college sanitation staff collect all waste daily in large bins, which are then transported to a nearby garbage collection center via handcart and subsequently collected by the Municipal Committee of Ratia. Liquid waste is effectively managed through a well-structured sewerage system connected to the disposal pipelines.

The college generates minimal waste types, with no bio-medical, chemical, or radioactive waste produced. While there is no e-waste generated, outdated computers and accessories are auctioned off in line with government regulations. For biodegradable waste, the college follows an eco-friendly practice of recycling through vermicomposting. Organic waste is gathered in a large designated pit where it undergoes composting to create nutrient-rich manure. This compost is then utilized to nourish the college lawns, promoting a pollution-free and sustainable environment on campus.

Provide web link to

- Relevant documents like agreements/MoUs with Government and other approved agencies
- Geo tagged photographs of the facilities.
- Any other relevant information

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

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

system in the campus

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

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

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

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

C. Any 2 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities

(Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information :

Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

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

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

The college is deeply committed to fostering an inclusive educational environment, where students and the broader community are encouraged to embrace tolerance and harmony amidst a wide array of cultural, regional, linguistic, and socio-economic differences. The student body is notably diverse, with individuals coming from various economic, social, and gender backgrounds, yet these differences become secondary within the welcoming atmosphere of the college. This commitment is evident in the college's admissions policy, which embraces students from diverse socio-economic and geographical backgrounds. Additionally, the college organizes a range of awareness initiatives, including rallies, street plays, workshops, and guest lectures to enhance sensitivity among students and staff towards cultural and socio-economic diversity.

To further promote inclusivity, the Women's Cell, Anti-Sexual Harassment Committee, Legal Literacy Cell, and NSS/NCC units

actively conduct awareness programs on women's issues and the importance of inclusivity. Faculty members regularly engage students in discussions on the significance of tolerance and harmony for a more inclusive society. The administration supports students from socio-economically disadvantaged backgrounds through scholarships and reserved seats, ensuring equitable access to education. The collaborative spirit between teachers, staff, and students creates a harmonious environment, establishing the college as a model of inclusive growth and mutual respect.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	View File

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

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

Describe the various activities in the Institution for inculcating values for being responsible citizens as reflected in the Constitution of India within 200 words.

The college is dedicated to instilling in its students and staff a deep understanding of the values, rights, duties, and responsibilities outlined in the Constitution. Through its NSS/NCC units, the college fosters a strong sense of patriotic commitment among students. Additionally, the Legal Literacy Cell, Women's Cell, subject societies, and the Political Science Association conduct a variety of activities aimed at promoting awareness of constitutional obligations and encouraging responsible citizenship. Annual celebrations of Independence Day and Republic Day, involving active participation from both staff and students, honor the sacrifices of freedom fighters and reinforce these values.

The college also commemorates Voters' Day, Constitution Day, Hindi Diwas, and the birthdays of national leaders, events that serve as pivotal opportunities for educating students and staff about India's constitutional values. College staff adhere to government regulations and work within the constitutional framework, taking an oath of allegiance upon beginning their roles. Various training sessions, workshops, orientation programs, and refresher courses further reinforce these constitutional principles. Through these initiatives, the college actively promotes awareness of constitutional responsibilities among both students and employees.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	View File

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

4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

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

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

and festivals

7.1.11

The college upholds a strong tradition of offering students abundant opportunities in co-curricular and extracurricular activities to promote their well-rounded development. Various college committees, including NCC/NSS, the Women's Cell, and academic societies, organize a range of programs throughout the year to celebrate significant days, events, and cultural festivals.

These activities encourage students to become aware, compassionate citizens committed to the nation. Celebrations like Independence Day and Republic Day help students appreciate the impact of the national movement and the importance of preserving India's unique cultural identity. The NSS and NCC units mark special days such as NSS Day, Gandhi Jayanti, Yoga Day, Literacy Day, Voters' Day, Teachers' Day, Women's Day, Swachhata Week, and Traffic Awareness Week, with students actively participating in rallies, cleanliness drives, tree plantation, and blood donation camps. Various competitions, including essay writing, debates, declamation, slogan writing, painting, and poetry recitation, add a spirit of engagement and reflection. The Psychology Society also holds programs focused on mental health awareness. Through these commemorative activities, college staff and administration foster positive values, motivating students to participate and instill a sense of purpose in civic life.

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

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC

format provided in the Manual.

Best Practice-I Title of the Practice: Community Outreach and Awareness Programs

Objectives of the Practice: The purpose of this initiative is to cultivate awareness among students about critical social issues such as illiteracy, child labor, drug abuse, caste discrimination, communalism, violence against women and marginalized groups, dowry, and female feticide.

The Context: Young students are a powerful force for social change. To address society's ongoing challenges—such as environmental degradation, gender inequality, caste discrimination, and communal tensions—it is crucial to equip youth with the tools and awareness needed to shape a more inclusive and sustainable future.

The Practice: The college has integrated outreach and community programs into its curriculum by requiring each subject association to organize extension and community engagement activities alongside other academic enrichment programs. Students are encouraged to participate in at least two of these initiatives during their studies. Key activities for the 2022-23 session included blood donation drives, environmental conservation workshops, gender equity sessions, tree-planting campaigns, legal rights awareness, anti-drug campaigns, and road safety and traffic awareness drives.

Challenges and Resources Required: Some challenges include limited funding, the difficulty of involving female students in certain outreach activities, and the distractions posed by mobile and social media. Additionally, there is a need to increase awareness about social issues among students.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

Future Plans of action for next academic year (200 words)

The college proudly upholds its motto Seva Varto Asmi, meaning "I am Pledged for Service," which emphasizes a commitment to social service. Since its establishment in 1999, the college has served a broad demographic, attracting students from diverse socio-economic backgrounds and producing a legacy of distinguished alumni dedicated to societal welfare. True to its motto, the college is devoted to providing accessible, high-quality education within a supportive environment that fosters inclusive growth for all students, particularly those from underrepresented backgrounds.

The college supports students from nearby rural areas with a subsidized bus pass program, in collaboration with the Haryana Transport Department, easing transportation costs. Undergraduate girls are offered free education as an incentive for families to encourage their daughters to pursue higher education. Additionally, the Earn While You Learn program offers financial assistance to students willing to work alongside their studies. The Alumni Association also extends financial aid to those in need. Nearly every student receives some form of scholarship or financial support from the college, embodying the spirit of Seva Varto Asmi in a meaningful and impactful way.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

An induction program is organized every year in the college at the beginning of the academic session which is actually a teacher-student meet as well as introduction function in which students are informed about various college related activities and rules, cultural programs, sports meet, time-table, bus-pass, library, NSS, Red-Cross and other important topics. The number of classes for each subject is decided by the CDLU University as per the syllabus and credits (PG) assigned to each subject/group/paper etc. The college administration provides a well-constructed semester-wise routine/schedule/timetable for each semester for both UG and PG classes. Each teacher prepares the schedule of the course subject which is duly approved by the Principal. The teachers prepare their lectures as per the allotted syllabus and classes assigned to them. The classes are conducted as per the timetable under the supervision of the college administration. Different classroom teaching methods are regularly used depending upon the different requirements of different subjects for effective delivery of the curriculum such as, use of chalk/marker on the board, distribution of class notes by teachers, group discussions among students during the class, micro teaching and seminars by students related to the curriculum.

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

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

College followed the Academic calendar of CDLU Sirsa during the session 2022-23, from which our college is affiliated. During

the session, activities like Cultural, Sports, NSS, Red-Ribbon Club and Youth-festival related activities were held according to schedule of CDLU, Sirsa and other activities like essay writing competition, Slogan writing Competition, Science-exhibition, Quiz, Women Cell activities etc. were organized as per schedule provided by DGHE- Punchkula. The college introduced surprise class tests, assignments and attendance based evaluation systems in the college for internal Assessment. Students were also evaluated through organizing debates, group discussion, seminar presentation etc.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	NIL

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

A. All of the above

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

1.2 - Academic Flexibility

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

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

04

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

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

The cross cutting issues relevant to Gender, Environmental Sustainability, Human Values and Professional find an abundant space in the curriculum of our college. Human Values: We find human values in the courses such as English, Hindi and Punjabi

Professional Ethics: Professional ethics are a part of the course covered by the students of B.A. B.Com. and M.A. Punjabi students.

Gender: Courses such as English (Literature), Hindi (Literature) and Punjabi making students aware about the gender discrimination prevalent in the society and other gender related issues. The teachers empower girls by sensitizing them and discussing the issues in the women cell activity. Girls are encouraged to come forward and take part in every activity.

Environment and Sustainability: Environmental Science is a compulsory subject in all three year for UG students of all streams. This subject introduces students to the interrelationship between man and the environment for a understanding of the perceptions and policies towards a better environment. It helps them to understand the management of the natural resources, alternative energy resources, effect of climate change, pollution control etc.

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

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

0

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

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

0

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

1.4 - Feedback System

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

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

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

D. Feedback collected

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

440

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

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

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

312

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

2.2 - Catering to Student Diversity

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

There is not any such mechanism at the college. The students used to contact the faculty , if they feel during the spare time.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
858	21

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

KTGC Ratia community believes that learning is not a teacher-centric exercise. It should attempt to cater to the needs of the student community. This faith is translated into practice by introducing innovative student centric methods along with the conventional teaching framework.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. ICT enabled teaching methodologies like e-mail, animated or live video demonstrations, online lectures, e-mails etc are regularly used by faculty.

ICT Tools:

1. Projectors- Projectors are available in different classrooms/labs
2. Desktop and Laptops- Arranged at Computer Lab and Faculty cabins all over the campus.
3. Printers- They are installed at Labs, HOD Cabins and all prominent places.
4. Photocopier machines - Multifunction printers are available at all prominent places in the campus. There are photo state machines available in campus.
5. Scanners- Multifunction printers are available at all prominent places.
6. Seminar Room- One seminar hall is equipped with all digital facilities.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)**2.3.3.1 - Number of mentors**

20

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year**

21

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	No File Uploaded
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

05

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	No File Uploaded

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

2.4.3.1 - Total experience of full-time teachers

79

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	No File Uploaded

2.5 - Evaluation Process and Reforms

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

Mechanism of internal assessment is transparent and robust in terms of frequency and mode:

The evaluation process of internal assessment involves various assessments such as assignments, class tests, internal assessment, practical examinations, and seminar/viva-voce exams. Students need to submit two assignments based on their syllabus, with each assignment carrying 5 marks. Additionally, one class test is conducted by each teacher, which also carries 5 marks. Internal assessment marks are based on two assignments, one class test, and attendance, which comprises 20 marks.

The evaluation process of internal assessment of PG class has test of 20 marks, 5marks for assisment and 5 marks for attendance .

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

At the beginning of the semester, faculty members inform the students about various components of internal assessment i.e. two assignments, one Class test and at least 75% attendance. The internal assessment test schedules are prepared as per university guidelines and are communicated to students well in advance.

Attendance of students is regularly marked in register by respective teacher which is monitored by principal of college. To make the mechanism university cell and NSO committee ensures that university roll numbers are not issued to students who don't meet the eligibility criteria. There is complete transparency in the internal assessment for each assessment method. All the records and data bank of attendance in internal Examinations, Question papers, valued answer sheets/copies, summary of marks sheets, are properly maintained by the teachers.

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

2.6 - Student Performance and Learning Outcomes

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

The KTGC Ratia has clearly stated learning outcomes of the Programs and Courses.

The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students. The importance of the learning outcomes has been communicated to the teachers in every IQAC meeting and College

Committee meeting The students are also made aware of the same through Tutorial meeting.

The institution has taken a proactive approach to communicate the Programme and course outcomes to all stakeholders, which is a positive step towards enhancing the quality of education offered by the institution.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Programme outcomes and course outcomes are evaluated by the KTGC Ratia: For evaluating this, the college has a common assessment system. The progress and performance of each student throughout the program is monitored through an organized mechanism.

The internal evaluation is based on two centralized examinations, first at the end of odd semester and the second at the end of even semester. Assignments, seminars and attendance are also considered. This strategy facilitates the continuous monitoring of students' progress. Internal and model examinations are scheduled and conducted as per the University examination calendar. Each department conducts class tests regularly for each course, the scores achieved are one of the indicators of the Course Outcomes. Each semester minimum two assignments are given to students and are taken into account for the internal assessment score.

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

2.6.3 - Pass percentage of Students during the year

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

199

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

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

<http://ktgcratia.ac.in/images/27/MultipleFiles/File27174.jpeg>

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

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

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

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

0

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

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

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

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

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

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.3 - Extension Activities

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

For the students, extension activities play a vital role and provides a platform to service the society and surroundings. Many activities of diverse nature have been conducted in the college campus for developing students as responsible, socially conscious, rational and humane citizens. Extension lectures on socio-cultural issues & activities and competitions on crucial topics and skill enhancement workshops are organized very frequently. Annually, seven-day camp and one day camps are organized by NSS units. The girl students are sensitized by the Women Cell about gender equality, the Legal Literacy Cell about rights, duties, laws and rules, the placement cell creates a sustainable link between career growth and societal welfare and the subject societies about the role of the respective subjects in creating conditions for the whole growth of the country.

File Description:

- Paste link for additional information

Upload any additional information

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

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

01

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

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

01

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

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

year	
3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year	
100	
File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded
3.4 - Collaboration	
3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year	
0	
File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded
3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year	
3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year	
0	

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has 25 classrooms, including one seminar hall, used primarily for teaching. Of these, 24 are traditional classrooms, and one is ICT-enabled with facilities such as smart classrooms, Wi-Fi, and LAN connectivity. The classrooms are arranged in a row-style seating, where desks face the front of the room. This layout allows teachers to move easily between rows, supervise students efficiently, and maintain student focus. The schedule is designed to ensure maximum classroom utilization throughout the day.

Additionally, the college has three computer labs. These labs serve all students in practical groups, providing essential digital resources. Regular assessments are conducted to maintain and upgrade the ICT tools, including internet services, ensuring that the technology remains up to date.

There are five specialized laboratories dedicated to different subjects—physics, chemistry, geography, botany, and zoology. These labs are used by students for hands-on practical experiments, typically in small groups of 15 to 25 students. This structure ensures that students receive adequate attention and guidance during their practical sessions, fostering a more effective learning environment. Regular use of these labs contributes significantly to the practical understanding of the subjects taught.

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

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

The college actively promotes cultural activities through a dedicated cultural committee formed each year. This committee, working independently under the supervision of the Principal, is responsible for ensuring the smooth execution of cultural events throughout the year. One key event is the Talent Search Programme, organized in the odd semester for newly admitted students, which serves as a platform for showcasing student skills. In the even semester, the college hosts the Phulkari Programme. The institution is well-equipped to support these events with facilities like a seminar hall for literary activities and a large stage for singing and dancing performances.

In addition to cultural activities, the college boasts excellent sports facilities. It has a large playground for outdoor sports like cricket, football, kabaddi, kho-kho, and athletics, along with a volleyball court. These facilities are available to all students, and the Department of Physical Education provides expert guidance for training and practice. The college grounds are also used for hosting major events like convocation ceremonies, annual functions, and inter-college sports meets.

The college gym, located in Room No. 14, is fully equipped with modern fitness equipment like cycling machines, stretching apparatus, and muscle training tools. It helps students, particularly athletes, maintain their fitness and physical well-being.

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

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

0

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

0

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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

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

124643

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

4.2 - Library as a Learning Resource

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

1. Library is automated using Integrated Library Management System (ILMS).

2. Name of the ILMS software is SOUL 3.0

3. Nature of automation: library is fully automated

4. Version of software is 2.0 it will be updated as and when new

version is being made available to us by inflibnet center

5. Automation of all books is made in each session.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

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

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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

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

151634

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

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

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

50

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

The COVID-19 pandemic had a significant impact on students' lives and this institution took responsibility for assisting them in staying engaged and becoming responsible citizens. The college purchased ICT equipment to aid teachers in conducting online classes and creating e-content such as videos, presentations, images, and quizzes. New smart classrooms were added, including LAN, Wi-Fi, and projector facilities. The college has 26 classrooms, including one seminar hall, with ten of them equipped with smart classes, projectors, Wi-Fi, and LAN. There are two computer labs with high speed internet and LCD screens, which can be used for real-time information sharing. The college conducts live budget telecasts to help students gain practical knowledge. The institution periodically assesses the need for maintenance and upgrades of ICT tools, such as internet facilities, smart classrooms, printers, and computers, and strives to provide high-speed internet and Wi-Fi for teachers and students. Now the institution has 100 MBPS bandwidth facility including Wi-Fi coverage in campus.

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

4.3.2 - Number of Computers

98

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

4.3.3 - Bandwidth of internet connection in the Institution B. 30 - 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

55000

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

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

The college has a well-established mechanism and set procedures for maintaining and utilizing the mentioned facilities. The delegation of duties is made through a comprehensive system of committees headed by respective convenors. The committees function

independently for their allotted work under the overall supervision of the principal. The college construction committee remains busy throughout the year in keeping college property in good stead. The principal is empowered to allow small repairs, while major repairs and works involving expenditure above one lac require the college to write to higher authorities for financial assistance. The college follows a well-defined policy and procedure for maintaining, utilizing, and upgrading facilities, including classrooms,

computers, labs, sports facilities, and the library. The college assesses the need for the upgradation of ICT tools and makes efforts to get grants for such improvements. The large classrooms are used frequently to conduct co-curricular and extracurricular activities round the year, and college grounds are used for events/functions/ceremonies and for organizing sports meets. The library has a rich collection of about 19000 books that cover all the important subjects, and relevant magazines are subscribed and made available to the students. The college encourages students to make full use of these facilities and has a well-set mechanism maintain and improve them.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

616

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

24

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

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

A. All of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

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

D. Any 1 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

NIL

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded

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

5.2.2.1 - Number of outgoing student progression to higher education

3

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

government examinations) during the year

06

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

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

00

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

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

The students are actively engaged in academic administrative bodies, subject associations, cells/committees of the institution to facilitate their representation in shaping the academic environment of the college. The College ensures involvement of students in these committees which are explained below: Internal Quality Assurance Cell: Students are integral part of the IQAC of the college and help taking decisions regarding quality initiatives. The college has constituted

various subject societies for each department which conducts extracurricular, cultural, sports and extension activities for the department. All the activities of the societies are organized by the students under the guidance of concerned teacher. Moreover, various cells like Women cell, Legal Literacy Cell, Young Speakers Club, Environment Club, Red Ribbon Club, Road Safety Club, Placement Cell, Alumni Committee etc. are coordinated, executed and managed by the student representatives. The volunteers of NSS and NCC are mainstay of the organization of different events and functions.

The students passed from this reputed institution are very well placed in reputed positions. Many such students are closely associated with the Alumni Association and they take active interest in the activities of the association.

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

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

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

05

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

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

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

Describe contribution of alumni association to the institution within a maximum of 200 words

The students passed from this reputed institution are very well placed in reputed positions. Many such students are closely associated with the Alumni Association and they take active interest in the activities of the association. The meeting of the alumni has been a regular process for last many years. There are concentrated efforts on the part of college staff and administration to mobilize maximum number of old students and motivate them to become participative in the association. This resulted in great success and a large-scale Alumni Meet was organized in 2021-22 and it was decided that annually such meet would be organized on the first Sunday of March every year. In 2021-22, a Directory containing the ready database of registered alumni showing their batch no, present position and address was unveiled in the meet which invited queries from a large number of old students who want to be the part of this process.

File Description:

- Paste link for additional information
- Upload any additional information

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The college is governed effectively in tune with the well thought out vision and mission. The basic aim of college activities is to develop core competence among students and inculcate in them a profound orientation for societal welfare. The Vision of the college is to develop nascent youth force into fully capable, visionary, innovative and socially conscious human resource for India by following rigorous quality standards. The college family is working really hard as a cohesive team and its mission is to translate the ennobling vision statement of the college into reality. The college administration ensures transparent, conducive and grievance free environment so that all stakeholders feel a sense of belongingness with the institution. The Principal and teacher-in-charges take decisions in consultation with the concerned students and teachers. A detailed mechanism for students' representation in various bodies is the part of college governance. The laboratory and non-teaching staff is integral to the working of the college. This creates such a favourable environment that they grow simultaneously and remain self-inspired. The college administration is regularly engaged in upgrading and improving college facilities for providing quality education to students.

The college is governed effectively in tune with the well thought out vision and mission.

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

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

Being one of the premier institutions of Haryana, the college sanctions functional autonomy to all its stakeholders in decision making process and planning by incorporating policy of Decentralization and Participative Management. Various committees are formed at the onset on academic session. Some committees are formed later as per requisition. Presently, the college has 52 committees and 18 subject association consisting of the convener, co-convener, student representatives, and non-teaching staff to perform various functions of the college. The authority is delegated to committees & accountability is fixed for the effective performance of the committees which reflects the decentralized governance system in true spirit. The hierarchy of decentralized Governance System is as follows: Director, Higher Education, Haryana> Principal> College Council>Head of the Committee> Members of Faculty> Student Representative Head> Student Executive Members> Nonteaching/Supportive staff. Heads of various Departments and Conveners of various cells/committees/subject associations enjoy full operational autonomy for carrying out the activities of their departments/cells/associations. Heads of the departments/cells are free to plan and execute the curriculum enrichment agenda, activity planners, work load, departmental time table, collaborations, extension/outreach activities. The diversified co-curricular/extra-curricular and extension activities running throughout the year by different designated cells are examples of decentralization and participative management.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college administration, in consultation with all stakeholders evolved five-year development plan to improve college amenities. The college is also committed to implement the recommendations of Peer Team of Cycle III. In last five years, the main emphasis has been on the major improvement in college infrastructural facilities in tune with the progressive needs of the students. The college administration has achieved commendable success on this key indicator of perspective plan as mentioned below: A block of twenty class rooms with two Departmental Rooms along with other ancillary facilities prepared. The Multipurpose Shelter has been constructed to facilitate the organization and rehearsal of co-curricular and extracurricular activities. The new Car & scooter Parking has constructed to accommodate the present parking requirements. The grant for College Canteen renovation and development has been received and the work will be started soon. A committed electricity substation has been constructed for unhindered supply of electricity in the college campus. The sports ground has been leveled again with scientific precision to remove ground related inconsistencies for better sports facilities to students. An open gym has been created adjacent to the sports ground for providing ready exercise facility to students and staff.

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

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

The organizational structure of the college constitutes- Director Higher education, Haryana, Principal, Vice Principal, College Council, Bursar, Head of the Departments, Teaching staff, nonteaching staff and Support cells/Departments. The in-charges at different levels of the hierarchy; work in

consonance to achieve the desired institutional plan. They review the institutional strategy and set the academic objectives. They also frame the financial strategies. Students and external members in various Committees/ Boards are also involved for the sustenance of the institutional capacity and educational effectiveness. The broader policies are decided at governmental level keeping in view the needs of stakeholders and are communicated to the college in categorical terms for their effective implementation. The college also frames some rules for daily conduct of activities which are made available through college website, regular notices and teacher-taught meetings. The appointments are made on the basis of merit by following a detailed procedure by the Haryana Public Service Commission for teachers and Haryana Staff Selection Commission for non-teaching staff. The service rules are decided by the government and there is uniformity in these rules for colleges and other administrative departments. However, for the teachers, they are reframed in consonance with the UGC guidelines.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies**6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff**

The college has developed effective welfare measures for intellectual, professional and economic development of both teaching and Non-Teaching Staff. The following facilities have been provided to the staff: GPF/NPS/GIS and ESI coverage for all as per rules Cashless and Reimbursement Medical facility for the staff and their dependent. Ex-Gratia Facility for staff. Handicapped Allowance for Disabled employees. Fixed percentage of their pay as House Rent Allowance Children Education Allowance upto 12th for two children. Loan facility for the staff such as Computer Loan, house loan and vehicle loan within the permissible limits decided as per their designation and salary by the Govt. in four years block as LTC for meeting their excursion expenses. Refundable and Non-refundable loan from GPF accounts. Special Provisions for employees having status of-unmarried females, widow/widower, chronic disease, handicapped, Couple Case etc in Online transfer derive Child Care and Maternity leaves with full pay to female employees. Earned Leaves for all the Regular Staff. Professional development of the staff by imparting training and exposure through training workshops, seminars and extension lectures, orientation programmes, refresher courses and faculty development trainings.

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

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

0

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

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

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

0

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

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

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

12

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

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

There is an effective performance appraisal system for teaching & non-Staff based on the annual active involvement of the concerned staff members. It helps them to evaluate themselves. The appraisal of teaching faculty is done through ACR, API, and CAS which is based on three parameters academic, research and extra- curricular activities. The Annual Confidential Report known as the annual appraisal, is assessed by the Principal and Directors from the Head Office. Academic Performance Index known as API is for regular teaching staff which includes three criteria- teaching, learning and evaluation related activities, co-curriculum, extension and professional development related activities and research and academic contribution as per UGC/DHE norms under CAS for promotion to higher stages. The Non-teaching staff is evaluated on the basis of parameters prescribed by the State Govt under CSR norms involving qualitative measures like integrity, punctuality, discipline, and work-conduct properly. This overall evaluation is done at first by the deputy superintendent, then by the concerned in-charge and Principal. The performance appraisal of the Principal is done by the Deputy Commissioner followed by Director Higher Education, Haryana. Besides, the informal routine assessment and evaluation is regularly conducted by the Principal, HoD's, Senior Faculty Members and peer group.

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

6.4 - Financial Management and Resource Mobilization

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

The College is a government establishment which adheres to the financial rules framed by Finance Department of Haryana Government. The policy orders are issued by Department of Higher Education, Haryana which are binding on the college. There is a system of regular periodic audit of expenditure to ensure strict compliance of procedure in spending money as per sanctioned provisions. There is an internal mechanism for regular audit of expenditure and financial transactions by an earmarked financial officer-bursar-cum-internal auditor in the college. No financial transaction is permissible without his. He keeps a good vigil on different heads of expenditure and ensures compliance of regulations. He advises the Principal about the financial record keeping and ensures the fidelity of financial accounts. Besides, there is mechanism for periodic external audit of finance. The external auditors examine records thoroughly to check the veracity of facts, to oversee strict compliance of financial rules and procedures and fix responsibility of college administration.

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

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

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

NIL

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

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

The college is a government establishment which adheres to the financial rules framed by Finance Department of Haryana Government including resource mobilization. The college receives grants from the Department of Higher Education,

Haryana such as Salary, the conduct of various co-curricular/extra-curricular activities, Lab up-gradation, the purchase of books, the maintenance and enhancement of infrastructure including ICT. The budget is allocated as per the requirements and policy parameters of State Government. Fees and funds are received from students for earmarked activities related to students' welfare, teaching-learning, co-curricular/ extra-curricular and other activities. The college also gets financial grant from UGC/ RUSA for certain required activities and infrastructural up-gradation. In addition, the college gets financial assistance from the local M.P. and M.L.A. Fund and Municipal Corporation for infrastructure upgradation. Equally, philanthropists and staff members contributed in improving drinking water facilities in campus and girls' hostel. The Alumni Association provided financial support for open gym facility and extended monetary assistance to the needy students. The college ensures proper documentation and mobilization of financial resources with optimum exploration without any pilferage. Proper areas of needs are chalked out with execution strategy. The work is ensured at the lowest rates without compromising the quality.

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

6.5 - Internal Quality Assurance System

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

The IQAC is working in close association with college administration and all other stakeholders to maintain high quality standards since its inception in 2009 and is instrumental in institutionalizing quality assurance strategies and processes in college functioning. The IQAC periodically assesses the college activities/facilities and suggests accordingly for the betterment. The college building constructed in 1976 needed major overhauling. For providing enhanced facilities of laboratories, smart class room, e-resource centre, new courses and better accessibility, there was a dire need of addition of rooms and other infrastructural facilities. On the suggestion of IQAC, the college administration decided to work for regular enhancement of infrastructural facilities which were achieved by adding 20 classrooms, New Car Parking and Multipurpose Open Theatre. The IQAC strived hard to create a perennial link with the students for creating in them a deep sense of belongingness, mobilizing funds and getting real time data on students' career progression, placement and relative efficacy of learning expectations of the institution.

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

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

There is an institutional mechanism to review teaching learning processes, structures, methodologies and learning outcomes regularly through Heads of the departments who along with teachers are responsible for the conduct of teaching- learning activities. The IQAC of the college regularly observes the efficacy of different activities related to teaching-learning and provides necessary suggestions to the Principal for maintaining the quality standards. The college keeps on reviewing and revising its teaching learning processes, structures and methodologies of operations and learning outcomes under the guidance of IQAC. Procedures and operations are reviewed by the IQAC every year. External review is also conducted by the Head Office time and again.

Inputs are taken from each department/Cell for all the seven criterions of NAAC Accreditation Process and performance under each metric is recorded by the IQAC. After the analysis of all the metrics under each Key Indicator of seven criterions IQAC chalks out the plan for the next academic session to be followed by all the departments and cells.

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

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

C. Any 2 of the above

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

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college has implemented a range of measures this year to foster gender equity across curriculum, co-curricular activities, and campus facilities. In the curriculum, courses have been introduced on human rights, governance, and gender equality to instill these principles in the academic framework. Co-curricular efforts include gender sensitization programs led by the Women's Cell, which organized multiple activities throughout the 2020-2021 session. These programs address critical issues such as menstrual hygiene, gender discrimination, personal safety, and fostering an inclusive environment. Additional support comes from the NSS/NCC units and the Legal Literacy Cell, which host competitions, lectures, workshops, seminars, and rallies to further promote gender awareness.

To support female students, the college provides dedicated facilities, including career and psychological counselling, health and hygiene services, a furnished girls' hostel and common room, a gym, and a hygienic canteen. Mentor-Mentee meetings are held regularly to address female students' concerns privately. The campus is also accessible to those with

disabilities, with ramps, rails, wheelchairs, and easily accessible washrooms. Menstrual hygiene is prioritized through sensitization initiatives and a sanitary vending machine. Sexual harassment issues are strictly managed by the Anti-Sexual Harassment Committee, while 24/7 camera surveillance, proctorial duties by the staff, and DURGA SHAKTI security personnel work together to ensure a safe and secure environment for female students.

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

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

C. Any 2 of the above

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

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

K.T. Govt. College, Ratia has established efficient waste management practices to ensure environmental sustainability. For solid waste disposal, college sanitation staff collect all waste daily in large bins, which are then transported to a nearby garbage collection center via handcart and subsequently

collected by the Municipal Committee of Ratia. Liquid waste is effectively managed through a well-structured sewerage system connected to the disposal pipelines.

The college generates minimal waste types, with no bio-medical, chemical, or radioactive waste produced. While there is no e-waste generated, outdated computers and accessories are auctioned off in line with government regulations. For biodegradable waste, the college follows an eco-friendly practice of recycling through vermicomposting. Organic waste is gathered in a large designated pit where it undergoes composting to create nutrient-rich manure. This compost is then utilized to nourish the college lawns, promoting a pollution-free and sustainable environment on campus.

Provide web link to

- Relevant documents like agreements/MoUs with Government and other approved agencies
- Geo tagged photographs of the facilities.
- Any other relevant information

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

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

B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

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

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

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

C. Any 2 of the above

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

<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p>	<p>A. Any 4 or all of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

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

The college is deeply committed to fostering an inclusive educational environment, where students and the broader community are encouraged to embrace tolerance and harmony amidst a wide array of cultural, regional, linguistic, and socio-economic differences. The student body is notably diverse, with individuals coming from various economic, social, and gender backgrounds, yet these differences become secondary within the welcoming atmosphere of the college. This commitment is evident in the college's admissions policy, which embraces students from diverse socio-economic and geographical backgrounds. Additionally, the college organizes a range of awareness initiatives, including rallies, street plays, workshops, and guest lectures to enhance sensitivity among students and staff towards cultural and socio-economic diversity.

To further promote inclusivity, the Women's Cell, Anti-Sexual Harassment Committee, Legal Literacy Cell, and NSS/NCC units actively conduct awareness programs on women's issues and the importance of inclusivity. Faculty members regularly engage students in discussions on the significance of tolerance and harmony for a more inclusive society. The administration supports students from socio-economically disadvantaged backgrounds through scholarships and reserved seats, ensuring equitable access to education. The collaborative spirit between teachers, staff, and students creates a harmonious environment, establishing the college as a model of inclusive growth and mutual respect.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	View File

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

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

Describe the various activities in the Institution for inculcating values for being responsible citizens as reflected in the Constitution of India within 200 words.

The college is dedicated to instilling in its students and staff a deep understanding of the values, rights, duties, and responsibilities outlined in the Constitution. Through its NSS/NCC units, the college fosters a strong sense of patriotic commitment among students. Additionally, the Legal Literacy Cell, Women's Cell, subject societies, and the Political Science Association conduct a variety of activities aimed at promoting awareness of constitutional obligations and encouraging responsible citizenship. Annual celebrations of

Independence Day and Republic Day, involving active participation from both staff and students, honor the sacrifices of freedom fighters and reinforce these values.

The college also commemorates Voters' Day, Constitution Day, Hindi Diwas, and the birthdays of national leaders, events that serve as pivotal opportunities for educating students and staff about India's constitutional values. College staff adhere to government regulations and work within the constitutional framework, taking an oath of allegiance upon beginning their roles. Various training sessions, workshops, orientation programs, and refresher courses further reinforce these constitutional principles. Through these initiatives, the college actively promotes awareness of constitutional responsibilities among both students and employees.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	View File

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

A. All of the above

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

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

7.1.11

The college upholds a strong tradition of offering students abundant opportunities in co-curricular and extracurricular activities to promote their well-rounded development. Various college committees, including NCC/NSS, the Women's Cell, and academic societies, organize a range of programs throughout the year to celebrate significant days, events, and cultural festivals.

These activities encourage students to become aware, compassionate citizens committed to the nation. Celebrations like Independence Day and Republic Day help students appreciate the impact of the national movement and the importance of preserving India's unique cultural identity. The NSS and NCC units mark special days such as NSS Day, Gandhi Jayanti, Yoga Day, Literacy Day, Voters' Day, Teachers' Day, Women's Day, Swachhata Week, and Traffic Awareness Week, with students actively participating in rallies, cleanliness drives, tree plantation, and blood donation camps. Various competitions, including essay writing, debates, declamation, slogan writing, painting, and poetry recitation, add a spirit of engagement and reflection. The Psychology Society also holds programs focused on mental health awareness. Through these commemorative activities, college staff and administration foster positive values, motivating students to participate and instill a sense of purpose in civic life.

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

7.2 - Best Practices

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

Best Practice-I Title of the Practice: Community Outreach and Awareness Programs

Objectives of the Practice: The purpose of this initiative is to cultivate awareness among students about critical social issues such as illiteracy, child labor, drug abuse, caste discrimination, communalism, violence against women and marginalized groups, dowry, and female feticide.

The Context: Young students are a powerful force for social change. To address society's ongoing challenges—such as environmental degradation, gender inequality, caste discrimination, and communal tensions—it is crucial to equip youth with the tools and awareness needed to shape a more inclusive and sustainable future.

The Practice: The college has integrated outreach and community programs into its curriculum by requiring each subject association to organize extension and community engagement activities alongside other academic enrichment programs. Students are encouraged to participate in at least two of these initiatives during their studies. Key activities for the 2022-23 session included blood donation drives, environmental conservation workshops, gender equity sessions, tree-planting campaigns, legal rights awareness, anti-drug campaigns, and road safety and traffic awareness drives.

Challenges and Resources Required: Some challenges include limited funding, the difficulty of involving female students in certain outreach activities, and the distractions posed by

mobile and social media. Additionally, there is a need to increase awareness about social issues among students.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

Future Plans of action for next academic year (200 words)

The college proudly upholds its motto Seva Varto Asmi, meaning "I am Pledged for Service," which emphasizes a commitment to social service. Since its establishment in 1999, the college has served a broad demographic, attracting students from diverse socio-economic backgrounds and producing a legacy of distinguished alumni dedicated to societal welfare. True to its motto, the college is devoted to providing accessible, high-quality education within a supportive environment that fosters inclusive growth for all students, particularly those from underrepresented backgrounds.

The college supports students from nearby rural areas with a subsidized bus pass program, in collaboration with the Haryana Transport Department, easing transportation costs. Undergraduate girls are offered free education as an incentive for families to encourage their daughters to pursue higher education. Additionally, the Earn While You Learn program offers financial assistance to students willing to work alongside their studies. The Alumni Association also extends financial aid to those in need. Nearly every student receives some form of scholarship or financial support from the college, embodying the spirit of Seva Varto Asmi in a meaningful and impactful way.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The IQAC cell, college administration, teaching faculty, and non-teaching personnel of Khalsa Tri-Shatabadi Govt. College, Ratia collaborate to attain new qualitative standards for the efficient operation of the college. The IQAC cell of the college is consistently monitoring future plans for the upcoming academic session, utilising feedback from students, faculty, parents, alumni, and other stakeholders. The college teachers will use enhanced teaching-learning methods, co-curricular and extracurricular activities, as well as extension and research programs, while upholding esteemed traditions of the state. Different subject societies will organise activities to enhance the personality development of the students. The conservation of college resources will be optimised. A greater number of books will be incorporated into the college library. Cleanliness and hygiene standards will be upheld in the classrooms and college premises. Multiple committees will coordinate activities and extension lectures for the students. Regular sanitisation of the college building will occur, and there will be sufficient soap and sanitiser dispensers available. Continuous 24/7 monitoring will be implemented with augmented CCTV camera presence. To enhance the efficiency of college operations, the administration will implement more e-governance initiatives, utilising the maximum possible e-tools and resources provided by the Government of Haryana and the Higher Education Department.