Yearly Status Report - 2018-2019

Part A	

Data of the Institution	
1. Name of the Institution	**GOVERNMENT COLLEGE MEHAM**
Name of the head of the Institution	**Mrs Asha Malik**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01257233011**
Mobile no.	**9466281492**
Registered Email	**gcmeham@gmail.com**
Alternate Email	**iqac.gcmeham@gmail.com**
Address	**Hisar-Delhi GT Road ,MehamMeham**
City/Town	**Meham**
State/UT	**Haryana**
Pincode	**124112**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Anil Kumar**
Phone no/Alternate Phone no.	**01257233011**
Mobile no.	**9812757360**
Registered Email	**gcmeham@gmail.com**
Alternate Email	**iqac.gcmeham@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://highereduhry.com/index.php/colleges?cid=45&stub=aqar-2017-18
4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://highereduhry.com/index.php/colleges?cid=45&stub=academic-calender19-20

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	**B**	**2.04**	**2016**	**26-Nov-2016**	**25-Nov-2021**

6. Date of Establishment of IQAC	**01-Jan-1970**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
orientation program for newcomer students	**18-Jul-2018** **4**	**600**
Preparation of academic	**18-Jul-2018**	**14**

year	2	
activity plan by incharge	**18-Jul-2018** **1**	**40**
promotion for research	**18-Jul-2018** **1**	**40**

L::asset('/'),'public/').'/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'.$instdata->upload_special_status)}}

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	**NIL**	**NIL**	**2019** **0**	**0**
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View Link]()
10. Number of IQAC meetings held during the year :	**3**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View Uploaded File]()
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

MOTIVATION OF TEACHER TOWARDS RESEARCH. MOTIVATION OF STUDENTS TO PARTICIPATE IN EXTRA CURRICULAR ACTIVITIES. INTERACTION WITH NONTEACHING STAFF . INTERACTION WITH VARIOUS IN CHARGES TO INCREASE INTERACTION WITH SOCIETY. INTERACTION WITH SOCIETY

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

Plan of Action	Achivements/Outcomes
INTERACTION WITH SOCIETY	POLYTHEEN HATAO RALLY ,VOTER AWARENESS RALLYBY ncc AND nss BOYS IN SOCIETY
Motivation of staff for research activity	staff is motivated to attend seminar,workshop,FDP,STC etc.
Orientation program for new coming students	Orientation program for new coming students about rules, various committees
ORGANISATION OF DISTRICT LEVEL SCIENCE EXHIBITIONAPP	APPROVAL AND FUND WAS GRANTED FOR ORGANISATION
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	23-Jan-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	yes ,MIS portal is designed by director general higher education haryana and it contains details of all the staff members. ACR is submitted by members digitally using digital signature and checked by higher authority online also. record after transfer of employee is also updated automatically.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

1. At the beginning of each academic session, college prepares its proposed academic calendar, which is uploaded in the college website. The proposed academic calendar is prepared according to the notices and circulars received from the affiliating university. Students are informed about the academic calendar of the college notifying the probable teaching days, dates of internal

examinations, curricular, extension related and co-curricular activities . 2. Orientation programme is organised every year for newly admitted students to make them aware of the mechanism for curriculum delivery and implementation . 3. Based on the departmental routine, departments conduct meetings for allotment of classes and syllabus distribution among the teachers. Students are given details of teaching assignment of each teacher at the beginning of a session by the department . 4.Based on the teaching assignments allotted in the syllabus distribution, teachers prepare their "teaching plans" according to the number of lectures allotted in the university syllabus for each topic. 5. Along with the traditional teaching method teachers also uses ICT means during the lectures. 6.Monthly class tests are held after completion of a section of the syllabus and periodic review of performance of students is undertaken. 7.Mentor classes are held in departments within class routine hours for which separate attendance registers are maintained . 8.Field tours are organized by Departments of Geography and History to ensure effective implementation of the prescribed curriculum. 9. Interactive sessions with students and, sometimes with guardians are held to identify problem areas. Special care is taken to address the problems of slow learners, advanced learners and first generation learners. Social net-working sites are also used by some departments for interaction between faculty and students beyond the class hours.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
compusory computer education	01	01/07/2019	2	employbility	IT

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	Public administration	01/07/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	NA	30/06/2019
BCA	NA	30/06/2019
BCom	NA	30/06/2019
BSc	NA	30/06/2019

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

	Certificate	Diploma Course
Number of Students	755	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Environment Studies	01/07/2019	855

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

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	NA	0
BCA	NA	0
BCom	NA	0
BSc	NA	0
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	No
Teachers	No
Employers	No
Alumni	Yes
Parents	No

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

Feedback Obtained
alumni meeting was held and their suggestions were sought.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	ARTS	640	1300	637
BCom	Commerce	160	140	107
BSc	Non Medical	160	90	90
BCA	IT	80	35	29
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	2243	0	54	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
54	15	5	0	0	2

View File of ICT Tools and resources

View File of E-resources and techniques used

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

The Government College Meham is performing mentor ship program as per DGHE Norms . The total strength of students is divided into group of 20 students. Each faculty member is assigned a duty of mentor a single group of students. He is maintaining the record of each student according to prescribed Performa. Each activity is maintained in a separate register by the mentor. The feedback, complain and suggestion regarding classes ,water and sanitation received via mentor by the principal and all things are kept in record for consideration . Almost of complains are solved by the principal and some are in queue and will be solved shortly.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2243	54	1:42

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
40	19	21	4	4

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Sunil Kumari	Assistant Professor	National level award In Yoga

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	UG	semester	30/04/2019	03/06/2019
BCA	UG	semester	30/04/2019	29/05/2019
BCom	UG	semester	30/04/2019	31/05/2019
BSc	UG	semester	30/04/2019	24/06/2019

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Reforms in Continuous Internal Evaluation (CIE) System at the Institutional

Level are as follow:- 1. Centralized Continuous Internal Evaluation System: Assessment of performance is an integral part of teaching and learning process. As a part of sound educational strategy the institution adopts Centralized Continuous Internal Evaluation (CIE) System to assess all aspects of a student's development on continuous basis throughout the year. 2. Orientation on Evaluation Process: Students are made aware of the evaluation process through the following initiatives:- • The orientation programmes at the beginning of the semester through public address system of the college for all the students. • Teaching Plan by each teacher is done and displayed on notice board and website. • Academic Calendar with CIA Exam dates • Orientation on changes and amendments in the evaluation process through Mentor-mentee meetings • Display in the College and Department Notice Board 3 Result Analysis Review Meeting: Result Analysis is done by the class tutors after every Test. Pass percentage of each course is calculated by dividing the total number of students appeared and passed in each course. The performance of the students is monitored by the Principal and the necessary feedback is given to the concerned faculty members. The Principal conducts Review Meetings department wise to give necessary feedback for the improvement of students' performance. 4 Progress Reports Parents Meetings: The institution is keen on monitoring the performance of the students and reports to the Parents. Parents or Guardians are advised to note the performance of their wards and take remedial measure if needed. Whenever necessary the tutor shall recommend the visit of the parent to the college for a discussion about the student. 5 Remedial Classes are conducted for the slow learners, absentees and the students who participate in Sports, NSS activities and Placement Interviews. This practice helps struggling learners to update their subject knowledge and helps them to catch up with their peers. 6 External examinations of three hours duration will be conducted at the end of every semester for all the theory papers and practical papers. Students should satisfy the eligibility criteria of 75 attendance in each semester to appear for University Examination. The students who have arrears are permitted to write their papers in both the semester examinations.

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

Yes academic calendar was prepared by institution keeping in mind the academic calendar of university so that syllabus can be completed on time with executing all come curricular activities on time.The academic calendar is a very useful document, which contains the most important dates to guide the teachers and students. Our academic calendar provides important information about teaching dates, examination dates, extra co-curricular activities, semester based and annual based examinations. Before the commencement of every semester respective departments prepare a detailed study plan, assignments for the individual teachers and the number of classes allotted to each course. On the basis of this the Routine subcommittee of the Teachers' Committee prepares a detailed timetable and academic calendar for the entire semester. Finally this is distributed to the departmental teachers and the students and also made available on college Website. The effectiveness of the process is maintained through effective monitoring by the Principal. The Principal sees to it that all departments follows academic calendar. The college has a vibrant culture of instilling inquisitiveness and scientific temper among the students through a number of activities.

2.6 – Student Performance and Learning Outcomes

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

https://highereduhry.com/index.php/colleges?cid=45

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UG	BCA	IT	13	3	23.07
UG	BSc	NON MEDICAL	79	30	37.97
UG	BCom	COMMERCE	107	45	42.05
UG	BA	HUMANITIES	361	63	17.45
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2.7 – Student Satisfaction Survey

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

https://highereduhry.com/index.php/colleges?cid=45

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Total	0	nil	0	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	30/06/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	30/06/2019	NIL
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	NIL	NIL	NIL	NIL	30/06/2019
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
Nil	Nil	Nil

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

Name of the Department	Number of PhD's Awarded
NA	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Mathematics	3	1.76
International	Defense Studies	5	3.46
International	Commerce	3	0

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
defence studies	6
computer science	1
commerce	15
HISTORY	2
CHEMISTRY	1
MATHEMATICS	5
POLITICAL SCIENCE	1
ECONOMICS	7
PSYCHOLOGY	1
SANSKRIT	3

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
A Reliability Model for the Optimum Number of Hot Stand by Unit in a system Working With Two Operative Unit	Smt. Shilpi	International Journal of Advanced Computer Technology	2019	0	MDU Rohtak	0
A Reliability Model for	Smt. Shilpi	CIENCIA TECNICA VI TIVINICOLA	2018	0	MDU Rohtak	0

the Optimum Number of Stand by Unit in a system Working With Two Operative Unit						
Optimization of Number of Hot Satand by Units Throw Reliability Models for a System operative with one unit	Smt. Shilpi	International Journal of Agriculture Statistical Sciences	2018	0	MDU Rohtak	0
Bharat me Parmanu Urja Ka Vikas: Ek Vishleshnatmak Adhayan	Sh. Bhupender Singh	AKSHAR	2019	0	MDU Rohtak	0
Leveraging the Spirituality in Marketing	Dr. Sunil Kumari	International Journal of Advance Innovative Research, Indian Academicians and Researchers Association,	2018	0	MDU Rohtak	0
Investors Attitude Towards Mutual Funds	Dr. Sunil Kumari	International Journal of Advance Innovative Research, Indian Academicians and Researchers Association,	2018	0	MDU Rohtak	0
Gender Perception towards Spiritual Health	Dr. Sunil Kumari	Management Insight, MRI Publication	2019	0	MDU Rohtak	0

| Seekers Satisfaction and Service | | | | | | | |
| Stake Holders perception towards Coporate Social Responsibility: Case Study of India | Dr. Babita | The Management Accountant | 2018 | 0 | | MDU Rohtak | 0 |

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NIL	NIL	2018	0	0	MDU Rohtak

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	6	0	10

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Nss One day Camp	NSS Unit-I Unit-II	2	200
Nss Seven day Camp	NSS Unit-I Unit-II	2	100
150th Anniversary celebration of Gandhi ji	NCC	1	39
swachchta Fagwara	NSS unit I II	1	50
Independence Day Celebration	NCC	1	45
Republic Day Celebration	NCC NSS	5	55

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
one act play	first	MDU Rohtak	12

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Republic Day Celebration	Sub Division Meham	Parade and Tableu on Digital India	5	55
Independence Day Celebration	Sub Division Meham	Parade	1	45
awareness on HIV ,AIDS and Organ Donation	YRC,RRC	Awareness Program	6	50
Blood Donation Camp	NCC,YRC NSS	Blood donation	4	160
Swachch Bharat Abhiyan	NSS Unit-I Unit -II	cleanliness program and awareness	1	50

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	0	NIL	0

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	02/07/2018	30/06/2019	0

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs

NIL	30/06/2019	NIL	0
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
10.61	10.3

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Newly Added

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL (Software for University Libraries)	Fully	2.0 (Application Version 2.0.0.14)	2009

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	354	84562	234	67004	588	151566
Reference Books	48	24592	49	25181	97	49773
Library Automation	458	5267	434	4978	892	10245
Weeding (hard & soft)	8	1552	38	664	46	2216
e-Books	0	0	3135000	5900	3135000	5900
Journals	3	3500	0	3750	3	7250
e-Journals	0	0	6000	5900	6000	5900
Others(specify)	0	0	6000	5900	6000	5900

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content

NIL	NIL	NIL	30/06/2019
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	50	2	50	1	0	7	5	2	0
Added	0	0	0	0	0	0	0	0	0
Total	50	2	50	1	0	7	5	2	0

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

2 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	[NIL](NIL)

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
225000	225000	880000	880000

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

The college ensures optimal allocation and utilization of the available financial recourses for maintenance and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose and using the grants received the college as per the requirements in the interest of students. Laboratory- Record of maintenance account is maintained by lab technicians and supervised by HODs of the concerned departments. Other measures to maintain laboratories are as follows: • The calibration, repairing and maintenance of sophisticated lab equipments are done by the technicians of related owner enterprises. . • There is systematic disposal of waste of all types such as bio-degradable chemical/chemical and e-waste. Library- The requirement and list of books is taken from the concerned departments and HoDs are involved in the process. The finalized list of required books is duly approved and signed by the Principal. • Every year in the beginning of session, students are motivated to register themselves in library. • Suggestion box is installed inside the reading room to take users feedback. Their continuous feedback helps a lot in introducing new ideas regarding enrichment of college. • To ensure return of books, 'no dues' from the library is mandatory for students before appearing in exam. • The proper account of visitors (students and staff) on daily basis is maintained . • Other issues such as weeding out of old titles, schedule of issue/ return of books etc are chalked out / resolved

by the library committee. Sports: Regarding the maintenance of indoor Badminton/ Volly Ball court / TT Courts /Gym on the college sports in charge consult coaches. In the supervision of sports Professor students our college won various title at inter college,university and inter university level specially in the of softball and weight lifting. Computers- Two computer laboratory are established and more funds are used to maintain computers in the college. Computer maintenance is done regularly and non-repairable systems are disposed off. Classrooms-The College has a building committee for maintenance and upkeep of infrastructure. At the departmental level, HoDs submit their requirements to the Principal regarding classroom furniture and other. The college development fund is utilized for maintenance and minor repair of furniture and other electrical equipments. • With the help of the two full time sweepers cleanliness of class rooms is maintained. They are well equipped with modern tools of cleaning such as mops, gloves and vacuum cleaner. • A complaint register is maintained in office in which students as well as faculty can register their problems which are resolved within a set time frame. • Students are sensitized regarding cleanliness and motivated for energy conservation by careful use of electricity in classrooms.

https://highereduhry.com/index.php/colleges?cid=45

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	Scholarship for Sc and Bc and Girls Merit Scholarship	868	1468000
b)International	NIL	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
LANGUAGE LAB	02/07/2018	159	Clarity Language Consultants Pvt.
Mentoring System	02/07/2018	2248	DHE Panchkula
SOFT SKILL	02/07/2019	450	BY PLACEMENT CELL
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed

2018	SOFT SKILL	450	450	7	7
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 5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

5.2 – Student Progression

 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
nil	0	0	pt. NRSGC Rohtak	18	4
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 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	17	UG	Govt. College Meham	various university of haryana	PG
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 5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	0
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 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
poster making,speech,slogan writing by YRC	college	20
rangoli competion in women cell	college	10
mehandi competion	college	15
quiz competition in hindi dept.	College	16
essay writing in hindi dept.	college	31
Hindi Diwas	college	35
Falgun Utsav	college	25

Athletic Meet	College	70
talent Search	College	100
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Inter University in Karate (Gold Medal)1	National	1	0	2106810180	Gaurav
2018	Inter University Kick Boxin g(Gold Medal)	National	1	0	5230	Sanju
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The process of election for framing student's council at collegial level started in year 2018-19 after long time. The institution has a well functional student council which takes care for augmentation of various infrastructural, academic and administrative activities for student benefit and welfare. The council organized a successful oath taking ceremony for various elected student representative of different committees The student's council along with the college administration has actively solved many problems of the student's like admission, availability of resources etc. Various activity societies like library society, cultural activity society etc were form by student's council along with College Council for smooth running of the tasks. The council actively participated in organizing and conducting programmes SVEEP and other collegial programs like tree plantation, cleaning of college premises, Swach Bharat Abhiyan, Blood donation camp etc. In the blood donation camp organize by student's council, the staff and students donated blood for which they were given certificate. Thus the college students council have shown an active participation along with the college management for enhancing the name and fame of the institution.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

18

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

9000

5.4.4 – Meetings/activities organized by Alumni Association :

two meetings were organised and it was decided to registered it as soon as possible.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Institution Practices Decentralization and Participate management The institution has a practice of participate management. The college provides the better opportunity to all the participant in the decision making process, the college administrative and academic structure is in a manner to make the decision by participate arrangement. Principal is the administrative and academic Head, followed by department heads. The meetings of the department are held often consider the recommendations are sent to the principal. The principal in consultation with all department heads the final decision is arrived at. On administrative ground the Principal is followed by the Registrar and office superintendent. The college follows all such norms laid down by the Government of Haryana and the affiliated university i.e. MDU Rohtak and UGC in Academic and administrative aspects. The case study related to such Participative management is stated as follows: A) During affiliation process all departmental heads are requested to send their proposals for commencement of new courses and they are inculcated affiliation date. B) 7 days N.S.S. camp is held once in a year, the N.S.S. committee conducts a meeting to decide the place/venue, dates and that is provided as per the convenience and discussion with the principal. The responsibility rests with the N.S.S. programme officer. C) The college receive financial budget in various heads at the beginning of the year from govt and is planned with meeting with HOD for its expenditure D) The examinations are carried out periodically throughout the year The management authorities regularly undertake the review of working of the college in its Executive council meeting and working committee meeting. The Necessary guidance and directives are issued through these meetings. Periodical reviews are undertaken by the Director higher education of state. The concentration is given on the regular lectures conducted by the staff, timely completion of the syllabus, guidance for better performance in the examination and providing best possible teaching learning environment. This is attained by regular meetings of department, of the staff member conducted by the principal from time to time. The staff receives motivation and support for all the activities from the management. The participation of students in Sports, NSS, NCC, extracurricular activities is encouraged in order to attain overall development of students. The Principal and the staff takes due efforts to motivate the students in these participations. The faculties through its various committees try to motivate the students to take part in students welfare program by mean of earn and learn scheme. The cultural committees promote to the students to actively participate in competitions and debating competitions outside the college in various competitions. Thus the college works with aim of attaining the academic excellence through quality education and inculcating all possible soft skills in the personality of the students. The college plans for all such implementations through all its academic calendars and the regular feedback from the students and the staff members also is received.

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

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):	
Strategy Type	Details
Library, ICT and Physical Infrastructure / Instrumentation	broadband connection in computer labs ,office and library. Library is fully AC and fully Digital. well equipment labs of all subjects are available to impart practical knowledge.
Human Resource Management	It is done by Director General ,higher Education.
Industry Interaction / Collaboration	Placement Cell is working in this concern
Examination and Evaluation	Examination and evaluation are conducted by affiliating university
Research and Development	institute has established IQAC to promote research and other committee for development.
Admission of Students	Admission process starts in the month of june . process of admission is online and centralized i.e handle by Department of higher education haryana
Curriculum Development	curriculum is developed by affiliated university and few teachers are member of UG board of studies.in the subject of Compute science sh Anil kumar and in the subject of Sh vinod malik and Sh Bhupender Singh are member of UG board of studies in affiliating university i.e. MD University Rohtak.

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

E-governace area	Details
Planning and Development	Management Information System and Human Resource Management System for better administration online
Administration	HRMS is introduced by the Department of Higher Education to Keep the record of each employee by assigning a unique ID
Finance and Accounts	Online Salary , Online Line Budget allocation for scholarship , Infrastructure , augmentation
Student Admission and Support	Transparent and central Online admission at state Level
Examination	Examination Forms , registration , Internal assessment practical awards, issue of Roll no and date sheet are submitted and display online to affiliated university portal

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	00	00	0	0

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	NIL	NIL	02/07/2018	30/06/2019	0	0

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
ORIENTATION COURSE	8	01/07/2018	30/06/2019	28
STC/FDP	7	01/07/2018	30/06/2019	7

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
5	0	1	6

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
As per Haryana Govt Norm	As per Haryana Govt Norm	As per Haryana Govt Norm

6.4 – Financial Management and Resource Mobilization

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

   Yes the college conducts external financial audits every year. Since the college is Govt. College, Proper Govt. audit take place regularly by AG office of Haryana as well as by Department of Higher Edcation Hayana.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose

Nil	0	0

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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Director Higher Education	Yes	Principal and IOAC
Administrative	Yes	Director Higher Education	Yes	Principal

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

NIL

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

AS PER HARYANA GOVT. NORMS

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

ONLINE ATTENDANCE FOR WHOLE STAFF. PROPOSAL FOR 50MBPS LEASE LINE FOR INTERNET. REGISTRATION ON INFLIBNET. REGISTRATION OF ALUNMI. PROPOSAL FOR SOLAR POWER SYSTEM.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Orientation Program for newly admitted students	16/07/2018	18/07/2018	19/07/2018	800
2018	Academic Calender	16/07/2018	18/07/2018	19/07/2018	2243
2018	Teaching Plan	16/07/2018	18/07/2018	19/07/2018	2243

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Slogan writing Competition	23/08/2018	23/08/2018	19	4
One week self defence Training	25/08/2018	05/09/2018	80	0
Extension Lecture	24/08/2018	24/08/2018	40	0
Essay writing Competition	27/08/2018	27/08/2018	15	0
Paper reading Contest	28/08/2018	28/08/2018	30	0

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

Percentage of power requirement of the University met by the renewable energy sources
We are trying for Installation Solar System of 25 KW for which proposal has been sent to Director Higher Education for approval

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	5
Provision for lift	No	5
Ramp/Rails	Yes	5
Rest Rooms	Yes	5
Scribes for examination	Yes	5
Special skill development for differently abled students	No	5

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	4	4	25/01/2019	2	Voter Day	Awareness Regarding Votes	200
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Conduct Teacher and Students	16/07/2018	all the rules and regulations are shared by in -charges and principal at the commencement of New session .

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Orientation Program for Newly admitted students	16/07/2018	18/07/2018	700

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

1. Tree Plantation 2 Proper waste Management 3 save Water Campaign 4 Save Electricity Campaign 5 Use of LEds Bulbs instead of CFl and Tungsten Bulbs

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Title of the Practice 1: Environmental Awareness Aims and Objectives: The aim of the college to preserve our environment for the future generations and thus sincerely committed to sensitize its staff and student on the issue of environment. The institute conducts green audit of its campus and facilities for conservation of the environment. Strategies employed to promote environment consciousness are as under :- 1 Massive tree plantation drives are taken up annually to keep the campus remarkably green and maintenance of friendly ambience. 2 Chief guests of the various functions are also requested to plant a tree to commemorate the occasion. 3 Keeping in view the challenges and limitations of modernization, the institute has taken many sincere initiatives to make the campus eco-friendly e.g Use of solar power. 4 Persistent efforts are made for judicious and economical use of electrical energy. 5 Cleanliness programs conducted by NSS NCC and YRC from time to time. 6 Encourage to students and teachers for save papers, save water, use of dust beans etc. 7 Environmental awareness programs regarding the single use of plastics by NSS and YRC units of the college in adopted and nearby villages. 8 Rallies on the awareness of burning of garbage and waste papers so as to prevent pollution of environment, especially about the PRALI burning in adopted village. 9 Use of organic fertilizers in campus. 10 Poster making competition, slogan writing competitions are also held specifically on the environment issues. 11 students are communicated paperless communication by using emails and Whatapp. NSS volunteers participated in SBIS programme and perform Nukkad Natak, Door to door campaign to make the people aware about the Environmental Consciousness, dance, rallies etc. Title of the Practice 2: Women Empowerment Aims and Objectives: The aim is to make aware the female students about their rights and other social issues. To ensure all round development of the girl students variety of activities are organised throughout the year e.g. documentary screening, paper presentation, extension lectures, Poster making etc. Frequent close interactive sessions of the senior ladies staff with the girl students in Girls' Common Room Awareness workshops on social evils like female foeticide, crime against women, Dowry etc. are conducted in the college that concern the society in general and mankind at large. In the institution almost 75 of faculty members are women, out of 2 NSS units, one is exclusively for girl students, and girl's common rooms are present in the college. The Girls are

provided safe and secure academic environment so that they can pursue their education to achieve personal and professional goals. 16 CCTV cameras has installed in various locations of the campus for security surveillance. In addition to this Gender sensitization committee against sexual harassment, Anti Ragging Cell ensures a very secure environment. Common room for girls is fully equipped with furniture, inverters, and coolers for their ease. A special cell i.e. women cell is in existence to organise activities for their development and resolving of any issue. Overall, the college is determined to empower the girl students which is the key to strengthen their participation in the decision making and hence to socio economic development.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://highereduhry.com/index.php/colleges?cid=45&stub=best-practices

7.3 – Institutional Distinctiveness

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

The Vision, Mission and Objectives of the institution clearly points towards a value based educational system on the curriculum of the affiliating university with the combination of core values. This college recently completed its 37 years of working since its establishment in 2018 and has a strong bonding with the local people as we have Second Generation of students studying in this college. This includes a number of minorities and marginalized section of students. The college successfully implemented the semester system which was introduced by Maharishi Dayanand University Rohtak. The focus is on skill development, career oriented programs, industry - academia interaction and college have brought all these aspects under curriculum implementation and enrichment. Special attention is given to weak students especially belonging to SC,BC and minority groups. The students of Our College are not only guided to achieve excellence in the education but are thoroughly trained with the knowledge of social adaptability and environmental sustainability. We have special efforts on all students understanding the current environmental issues through its various schemes like energy conservation, waste management, rain water harvesting, sapling plantation drives and urge them to become eco-friendly citizens. College try to implement its curriculum fully as per government and university guidelines and pays special attention to perform in all arenas for distinctiveness for vision priority and thrust to make this institution excel .

Provide the weblink of the institution
https://highereduhry.com/index.php/colleges?cid=45

8.Future Plans of Actions for Next Academic Year

Future Plan of the Govt College Meham(Rohtak) The Govt College Meham is planning to Following Facilities in the future • Rain water Harvesting • Centralized R.O. System. • Extension of Library • Construction of a New Teaching Block • Boundary wall and Cycle Stand • Five new Smart Class Room • Opening of Vita Booth for fresh and healthy Food • Whole campus will Covered with CCTV • Solar System Installation. • Construction and maintenance of Gym