Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**GOVERNMENT COLLEGE MEHAM**
Name of the head of the Institution	**GOVT. COLLEGE MEHAM**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01257233011**
Mobile no.	**9466281492**
Registered Email	**gcmeham@gmail.com**
Alternate Email	**gcmeham@yahoo.in**
Address	**Hisar-Delhi Road ,Near Mini Secretariat Meham**
City/Town	**Meham**
State/UT	**Haryana**
Pincode	**124112**

2. Institutional Status	
Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Semi-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://drive.google.com/file/d/1Hxq dU1e-yhfqG5Ym0RKH- IZvyD483Pp5/view?usp=sharing

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://gcmeham.ac.in/QuickLinks.aspx?ID =BFcJrpmMV3E=

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	**B**	**2.04**	**2016**	**05-Nov-2016**	**04-Nov-2021**

6. Date of Establishment of IQAC	**01-Jul-2012**

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	20-Jul-2020 4	800
Preparation of Academic year Calender	18-Jul-2020 1	2057
Activity plan by incharge	18-Jul-2020 2	18

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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	2020 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 :	2
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)

1.Procuring of NCC Unit for girls in the institution. 2. Social awareness programs. 3. Plan to organize Alumni Meet ,Annual athletic Meet, Prize distribution function.at the end of the session. 4.Enhancement in the security system by covering the entire campus through CCTV Cameras. 5 Organization of workshop lectures and events.

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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
Plan to organize more workshops and seminars by Women Cell to spread awareness among girl students about women issues, gender equality, human rights etc.	Women Cell of the college organized various Workshop, Lectures and Competitions to spread awareness among girl students about women issues, gender equality, human rights etc.
Security of the campus	More high quality CCTV Cameras were added to enhance the security in the Campus.
To conduct the training programmes on soft skills, personality development for the students by the college to help in their curricular work as well as to prepare them to face interviews for placement.	Placement cell of the college organized many training sessions, lectures and workshops for the development of communication skills, C.V preparation, personality development, and career counselling and allowed them to participate in job fair held at district level..
Plan to organize Alumni Meet ,Annual athletic Meet, Prize distribution function.at the end of the session.	The Alumni Meet was was organized online keeping in view the pandemic COVID and athletic meet was also organized .
Plan to organize rallies and NUKKAR program to enhance awareness and various environmental social and political issues such as cleanliness, save the girl child, right to vote, nutrition and hygiene.	Rallies and Gram Sabha were organized to enhance awareness and various environmental (create awareness against pernicious effect of burning "Prali", Crop Residue for ill effects of pollution) social and political issues such as cleanliness, save the girl child, right to vote, nutrition and hygiene.
• Plan to procure a NCC Unit for Girls	A NCC unit for girls has been procured in session 201819.
No Files Uploaded !!!	

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)	MIS portal is designed by Director General Higher Education Haryana and it contains details of all the staff members. ACR, all types of leaves, transfer details and other academic details are uploaded digitally using digital signature and checked verified by higher authority.

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

Session started with a well organized orientation program for our students so as they may feel comfortable and get to know all departments and college procedures. The Timetable Committee headed by our worthy Principal and senior Faculty Members prepare a detailed timetable which efficiently demarcates the units of time for academic and co-curricular purposes as for example, theory, practical, tutorial, ICT, life-skill ,value education and add-on classes thereby ensuring a proper balance between the different types of engagement a student is expected to participate in. All the departments strive for effective curriculum delivery through a combination of time-tested and innovative methods: 1) Beginning with an entry-point assessment of the student's aptitude. 2) Expectations relating to the course. 3) Proceeding according to a set of teaching plans based on an academic calendar detailed enough to cover the available time frame, yet flexible enough to permit changes.The teaching plans consist of detailed framework of the syllabus among all the faculties of a particular department. The proportioning is done democratically through discussions and deliberations among faculties in departmental meetings. Faculty members take utmost care to complete the syllabus in time. Tutorials/projects, class tests and internal assessments comprise the formal evaluative processes, but students are encouraged to meet faculty beyond classroom hours for doubt-clearing and curricular discussions. Extra hours are always there from almost all faculty members for taking remedial classes after completion of internal examinations to bolster students' preparedness before University examinations. Periodic meetings of IQAC take stock of the progress of teaching learning, among other things and meetings of the Department with Principal and parent-teacher meetings are other forums where progress of the delivery of curriculum are regularly monitored and necessary course corrections are initiated. Since the institution particularly specializes in the major four course curriculum i.e., Arts , Commerce , Non-Medical Science and BCA and as the whole human society is the laboratory in which students can observe, analyse and gain insight into various areas and aspects of their syllabus, much attention is paid to experiential learning from our main asset societies like NSS, NCC , YRC , Cultural and many other CELLs and Clubs which consistently organise visits to the adopted villages, educational tours to museums, to prominent literary meets, and also are exposed to film shows to supplement class room teaching. The college is well equipped with virtual class rooms, audio-visual and other ICT facilities which are extensively used by teachers in day to day teaching to make delivery of the curriculum attractive to students. Interactive teaching is

promoted through students' participation in group discussions, quizzes and classroom debates and discussions. Special lectures delivered by eminent scholars on topics related to the curriculum further intensify students' learning experience. Google classrooms and other major online platforms are extensively used to engage students online and train them also to use ICT tools in their personal life and career. Internal evaluation system clearly shows the active participation of the students in almost all areas of curriculum which motivate and encourage all students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Compulsory Computer Education01/07/2019	UG	01/07/2019	3	Employability	IT

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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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	Not Applicable	01/07/2019
BCom	Not Applicable	01/07/2019
BCA	Not Applicable	01/07/2019
BSc	Not Applicable	01/07/2019

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

	Certificate	Diploma Course
Number of Students	0	805

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
EVS	01/07/2019	805
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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
No Data Entered/Not Applicable !!!		
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.	
Students	Yes
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

1.4.1 Students Feedback Feedback from the students is taken at the end of each semester through a specially designed format for theory and lab courses. To ensure free and frank feedback student are not to disclose their identity and the feedback for particular course is collected by a nominated faculty. The main important grievances suggestions received are analysed to resolve timely by consulting with concerned teachers and in-charges. 1.4.2 Teachers Feedback Feedback is obtained from faculty who visit and participate in various conferences and seminars held in India and abroad and during their interaction with other national and international faculties during the visit. The feedback of these interactions is shared by each faculty in the institute by giving a seminar on his experience during the visit. 1.4.3 Employee Feedback Employee gave feedback that working environment is very conclusive. All staff is very supporting. There is no discrimination or no hierarchy is maintained by teaching staff, they consider them as respected and equal colleague. But they complained that in some circumstances workload is more than available staff. 1.4.4 Alumni Feedback Our alumni feedback is valuable for us. It provides input regarding improvement in facilities. We appeal our alumni to provide their sincere feedback to us prescribed form, emails and during alumni meet on the infrastructure, library and teaching faculty of the college. The feedback report shows that a maximum alumnus feels that the infrastructure facilities provided by the college were good and require no change. All alumni feel that the library facilities provided by the college were good and require no change but up gradation is need of the hour. 1.4.5 Parent Feedback The measures taken for introduction of new elective subjects, revision of syllabi on regular basis, academic process is discussed. These are further strengthened through feedback from students and parents.

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
BCA	IT	80	49	25
BSc	Non Medical	160	105	91
BCom	Commerce	160	101	54
BA	Arts	640	1171	635
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2.2 – Catering to Student Diversity

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

Year	Number of	Number of	Number of	Number of	Number of

	students enrolled in the institution (UG)	students enrolled in the institution (PG)	fulltime teachers available in the institution teaching only UG courses	fulltime teachers available in the institution teaching only PG courses	teachers teaching both UG and PG courses
2019	2057	0	22	0	22

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
55	20	10	4	0	5

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 College has assigned duty of each faculty member to mentor the students. The total strength of students is divided into group of 50 and assigned to a teacher for mentoring. Every mentor maintains the record of each student according to given prescribed performa. Every activity of the student is maintained in a register by the mentor. The feedback, complain and suggestion regarding classes, water and sanitation is received by mentor in the mentor period. The college has set a special period for 30 minutes once in a week for mentor mentee interaction. Mentor discusses the issues raised by the mentee with the in-charge of concerned committee or with principal to sort out the problems of students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2057	55	1:37

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
42	22	20	3	12

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
2020	Nill	Nill	Nill

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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

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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 by various methods adopts Centralized Continuous Internal Evaluation 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 program at the beginning of the semester through public address system of the college for all the students is done to aware students about various activities and cells of college. • Teaching Plan by each teacher is done and displayed on notice board and website. • Academic Calendar as per affiliated university calendar is designed and displayed on website. • Orientation on changes and amendments in the evaluation process through Mentor-mentee meetings. 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 attendances 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 and all co-curricular activities may be completed on time. The academic calendar is a very useful document, which contains the most important dates of activities to guide the teachers and students for timely execution. Our academic calendar provides important information about teaching dates, examination dates, extra co-curricular activities, semester based and annual based examinations. Every department of the college before the commencement of every semester prepares a detailed study plan, assign duties to the individual teachers and subject to be taught for the classes. On the basis of this the routine sub-committee of the Teacher's Committee prepares a detailed timetable and academic calendar for the entire semester. Finally this is distributed to the departmental teachers the students and also made available on college website. The effectiveness of the process is maintained through effective monitoring by the principal. The principal ensures that all departments adhere with the designed 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)

http://gcmeham.ac.in/

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
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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://docs.google.com/forms/d/1NGheGDvAYSHe8j5Zr6DgiMCtu1iwPGCn_6R_U0NN2HI/edit#responses

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**	**none**	**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**	**30/06/2020**

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
No Data Entered/Not Applicable !!!				
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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**	**30/06/2020**
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International

| 0 | 0 | 0 |

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

Name of the Department	Number of PhD's Awarded
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)
National	NIL	0	0
International	NIL	0	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	1

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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
NIL	NIL	NIL	2020	0	NIL	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
NIL	NIL	NIL	2020	0	0	NIL

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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	0	17	0	0
Presented papers	13	6	0	0
Resource persons	2	0	0	0

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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/	Number of teachers	Number of students

collaborating agency	participated in such activities	participated in such activities
SBSI	NSS	2	23

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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
No Data Entered/Not Applicable !!!			

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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
No Data Entered/Not Applicable !!!				

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			

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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
No Data Entered/Not Applicable !!!					

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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
No Data Entered/Not Applicable !!!			

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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

3.83	3.72

4.1.2 – Details of augmentation in infrastructure facilities during the year	

Facilities	Existing or Newly Added
Campus Area	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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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	Fully	2.0	2020

4.2.2 – Library Services

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	30/05/2020
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

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

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

50 MBPS/ GBPS

4.3.3 – Facility for e-content

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

NIL	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
793000	793000	1400000	1400000

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 Principal along with college council and bursar ensures allocation of budget as per need and requirement of departments for the year. Regular meetings are conducted for the optimal and timely utilization of allocated budget. Laboratory:- The items purchased for labs are maintained and recorded by lab attendants under the supervision of concerned HODs. Other measures to maintain laboratories are as follows: • The repairing and maintenance of sophisticated lab equipments is done by the technicians of related owner enterprises. • There is systematic disposal of waste of all types. Library- Every year department of higher education haryana issues budget to purchase books and other library required items. Hence in the begging of session the required list of books is taken from the concerned departments for purchasing timely. The finalized list of required books is duly approved and signed by the Principal. The librarian through various informative notices informs the students in the beginning of session to register themselves in library for issuance of books. Our library is digital library so books are issued once students receive their barcode id-card. Suggestion box is kept inside the reading room to take feedback. Their continuous feedback helps a lot in implementing new ideas to make the things best .Every student ensures return of books by receiving 'No Dues' from the library 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 resolved by the library committee. Sports: The college have number of ground for various games along with a big multipurpose hall for indoor games and functions. The maintenance of indoor and outdoor grounds is done on regular bases. In the supervision of sports in-charge students of college won various titles at inter college, university and inter university level especially in softball and weight lifting. Computers- two computer laboratories 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. It contains 25 computers in each lab which are fully interconnected through LAN. The college has a leased line of 50mbps for fast internet connectivity for students and offices. 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 period. • Students are sensitized regarding cleanliness and motivated for energy conservation by careful use of electricity in classrooms.

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	00	0	0
Financial Support from Other Sources			
a) National	national scholarship and merit scholorship for girls	44	370000
b)International	00	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
medntoring	01/07/2019	2057	self
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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
2019	PLACEMENT CELL	200	70	0	0
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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	15	0	NRS GOVT COLLEGE	15	0

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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
2020	Nill	Nill	Nill	Nill	Nill

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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
Civil Services	0
GATE	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
Falgun Mahotsav	INSTITUTION	30
Talent Hunt	INSTITUTION	50
Athletic Meet Trials	INSTITUTION	120
SPORTS MEET	INSTITUTION	97

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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
2020	Running	National	1	Nill	1365820228	Monika

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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. But due to election in state election of student council was not conducted. The student council takes care for augmentation of various infrastructural, academic and administrative activities for the benefit and welfare of students. The council organized took oath in 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, Swachch 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. Our students actively participate in cultural activities by promoting our customs and traditions. They take initiative in organizing events as varied and diverse as Rangoli Competition, Mehendi competition to Prestigious Intercollegiate Drama Competition. Students also take active part in conducting Days like Traditional Day, Teacher's Day, Farewell functions and also take the responsibility of maintaining discipline on the Campus. N.S. S is one of the active units in our college that enhances the social and interpersonal skills of the students. Students are involved in planning and executing the yearlong activities of N.S. S including the field work and survey conducted during the winter camp. These students receive a proper exposure to rural life and develop a rapport with the villagers to understand and resolve some of their social problems such as habits of cleanliness and hygiene, importance of literacy and eradication of superstitions. Students also show lot of enthusiastic support in innovative practices and best practices of the college, that include participation in activities related to gender consciousness, gender equity, Yuva Saptah(Week for Youth), enhancing linguistic competence and various Skill development Courses like Printing and Publishing, Computer Basic Skills, Spoken English Course. Our college also takes pride in engaging the students in value- added courses that help in creating a socially, ethically responsible citizen. Students are equally energetic in arranging exhibitions, study tours, industrial visits and Social Volunteers such as Police Mitra. They also work as conscious citizens by promoting environmental awareness through preparation of projects and environment related activities. Students avail of the opportunity of developing the soft skills that enhance their employability and make them more confident and presentable. All these practices show the active engagement of our students in all the activities that can lead them to overall personality development and enhance their communicative and professional skills. As per new university Act the college development committee has been formed. On this committee, the representation has been given to the present student representative and the past student representative.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Alumni Association Government College Mehm was registered by Government College, Mehm, (Rohtak) in 2019. A President, Voice President, Secretary, Treasurer and 14 Members were elected to form this association. The process has been initiated to open a bank account for the association. Apart from this, the third annual alumnae meet was held online from 28/06/ 2020 in which alumni students participated and various issues of the institution and experiences were discussed. Some suggestions were given by the alumni for the development of the college, which could be given priority in the upcoming session. In future efforts will also be made to increase the number of members in the Alumni Association. Presently, the Alumni Association has 50 members. Some alumni students contributed to the cleanliness of the Kovid-19 epidemic, plantations in the college. A contribution of rupees 25000/- was made by the members of the Alumni Association, which were spent on the registration and other works of the association.

5.4.2 – No. of enrolled Alumni:

50

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

25000

5.4.4 – Meetings/activities organized by Alumni Association :

cleaniliness covid -19 awareness contribution of rupees 250000 virtual meeting on 28/06/2020

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The institution follows the practice of participatory management. The college provides the better opportunity to all for participating in the decision making process. The success of an institution lies in the cumulative efforts of all who work towards attaining the vision of the institution. Every stakeholder has to play a vital role in the development of the college. Their involvement and cooperation is needed every time in implementing decision making policies for academic and administrative affairs through various bodies and committees. Hence institute head decentralize its power by forming various committee to provide equal opportunity to participate is the functioning of the Institution management by comprises of college governing council and each committee has been provided with specific functions cater to the needs of institution for the ongoing progress and development of the Institution. The College Council takes care of financial management and the implementation of facilities for the institution with a notion to upgrade the standard of services which support effectively the teaching learning and research aspects. It guides and articulates the available resources and provides freehand to the head of the Institution to carry out the activities in order to reach the expected maximum standard in turn to motivate the teaching and non teaching faculty to work according to the goals set. The Principal, Head of the departments, teaching and non teaching faculty along with student union members, class student representatives together concentrate on fostering the progress of institution by sharing the responsibilities and participate growth of institution and to act according to the aims and objectives of the Institution. The college follows all such norms laid down by the Government of Haryana, affiliated university MDU Rohtak and UGC in Academic and administrative aspects. All the duties are divided in three categories as follows:- 1)Principal Level:- Principal is the chairperson of college council, IQAC and various other committees. The principal in consultation with the teachers of different committees for planning and implementation of different academic, student administration and related policies helps them to execute all responsibility smoothly. All academic and operational policies are based on the unanimous decision of college council, the IQAC and the teachers of the college. 2)Faculty level:- Faculty members are given representation in various committees/cells nominated by the principal and the Governing body, in the IQAC and other committees. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members. Following are the different sub-committees which have been nominated by Principal 3)Students Level:- For the development of students, various cells and clubs are established at college level. Students are empowered to play important role in different activities. Functioning of different roles and responsibilities at various clubs and committees for further reinforces decentralization

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

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):	
Strategy Type	Details
Curriculum Development	This is done by the affiliated university. Affiliating university recommends name of college teachers in its UG and PG board of Studies. 02 members of defense studies are member of UGBOS in affiliating university
Admission of Students	The whole admission process from past few years is done in a centralised way at Director Higher Education Panchkula office on a specially designed admission portal that is https://dheadmissions.nic.in/ . Our institute constitutes admission committees before commencing the admission process for all the courses which monitor and verify all the enrolling students to make the admission process smooth.
Industry Interaction / Collaboration	The department of Higher Education is working ahead to make several MOUs , collaborations with industries at centralised levels. Few govt. Colleges are already connected with this facility and soon all govt.colleges will avail such facility and privilege. In this concern department of employment has collaborated with higher education and they usually organise job fair at district level where all other colleges of the district participate. In this job fair students are imparted training for appearing in the interview and then the suitables candidates are recommended to the participating industries for their selection.
Teaching and Learning	Implementation of our well planned Academic calendar on all the courses leads to accomplish pre described goals. Teachers are motivated to adopt various new teaching and learning aids to impart better education.This is done by various formed committees, clubs and societies under the chairpersonship of respectable principal.
Human Resource Management	The recruitment process is done by the Haryana Public Service Commision for all teaching posts and by Haryana Staff Selection Commission for all Non Teaching posts.Engagement of other remaining human resources are done by the principal under Policy I and II as per Govt. of Haryana Rules.

Library, ICT and Physical Infrastructure / Instrumentation	Our institution has a well established digital library with a capacity of more than 20000 books, various newspapers, magazines and journals. It is connected with a high speed internet lease line of 50 Mbps speed. It has a subscription of INFLIBNET (N-LIST). ICT-- Two fully networked labs with the latest software are available for the students. In the current year the connectivity of the system with the internet has increased from 2 Mbps to 50 Mbps leased line.
Research and Development	The IQAC always motivates the teachers to participate in orientation programs, refresher course seminars , workshops, STTPs etc to enhance their skills and knowledge. Various programs and FDPs are also organised by the directorate and other major colleges and the interested teachers are allowed to participate in them by granting them duty leave.
Examination and Evaluation	Examination and evaluation are conducted at two different levels. One is done at college level in which the teachers conduct class tests and take assignments for better evaluation and another level is conducted by the affiliated university. Whole process of examination like paper setting date sheets conducting examinations and evaluation is done by the university. The university assigns duties for the conduct of examination by creating exam centres at college levels.

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

E-governace area	Details
Planning and Development	Existence of Management Information System and Human Resource Management System for better administration online.
Administration	Principal with his/her establishment branch prepares a list of duties and assigns to a group of teacher for its proper execution and monitoring.
Finance and Accounts	Online Salary , Online Line Budget allocation for scholarship , Infrastructure , augmentation is allotted by higher education department and expended as govt audit rules .
Student Admission and Support	Transparent and central Online admission at state Level is done by Higher Education Department. All the

	information is displayed on college website and notice boards.
Examination	examination is conducted by affiliated university bi-annually semester wise. 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
2020	NIL	NIL	NIL	Nill
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	NIL	NIL	01/07/2019	30/06/2020	Nill	Nill
No file uploaded.						

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
No Data Entered/Not Applicable !!!				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	3	5

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
AS PER HARYANA GOVT. NORMS	AS PER HARYANA GOVT. NORMS	AS PER HARYANA GOVT. NORMS

6.4 – Financial Management and Resource Mobilization

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

INTERNAL AUDIT--The institution has assigned duty of bursar for internal checking of all the bills and attached documents for proper passing of the financial bills. He also managed the cash register with the help of a account clerk that shows all the details. Once the cash book is maintained it is seen and verified by the principal on regular basis. EXTERNAL AUDIT-- At external level auditors of AG visits the institution once a year and audits all the bills and passed documents. The department of higher education also has a department of Finance and Audits whose members visit the institution for timely checking and verification of all the relevant records related to the bills.

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	NA
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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	No	NA	Yes	PRINCIPAL AND IQAC
Administrative	Yes	DGHE PANCHKULA	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)

1) As our institution is a govt. college so govt. of Haryana provides financial aid on 0 interest on some occasions during the year e.g., Diwali 2) Govt. provides special allowances for their dresses and maintenance . 3) Govt. provides shift allowance , wheat allowances and cycle advances. 4) Marriage advances are also being given to supporting staff.

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

1. Proposal for 50Mbps lease line for internet. 2. Registration on inflibnet has done and registered in N-LIST. 3. Registration of alumni has done. 4. Proposal for Solar Power System and smart class room has sent to Director .Higher Education Haryana for approval

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
2020	Nill	Nill	Nill	Nill	Nill

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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
Poster making	01/07/2019	30/06/2020	10	8
matdan	01/07/2019	30/06/2020	60	70
constitution day	26/11/2019	26/11/2019	10	8
POEM RECITATION	01/07/2019	30/06/2020	5	6

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
1.We are trying for Installation Solar System of 25 KW for which proposal has been sent to Director Higher Education for approval. 2. Awareness program and rallies are conducted by NSS,NCC,YRC and other cells.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	5
Provision for lift	No	0
Ramp/Rails	Yes	2
Braille Software/facilities	No	0
Rest Rooms	Yes	2
Scribes for examination	Yes	2
Special skill development for differently abled students	No	0

7.1.4 – Inclusion and Situatedness

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

2020	Nill	Nill	30/06/2020	00	00	00	Nill

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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 RULE	01/07/2019	The college has formulated a code of conduct or a set of rules and regulations governing the Behaviour or conduct of individuals entering the college premises in the capacity of any one of the following: 1) Staff members 2) Students 3) Visitors Code of Conduct of Staff members I. We should have proper and courteous behaviour as part of professional and official decorum and as mark of respect to all categories of employees without discrimination on grounds of nature and tenure of employment. We should show due respect to all office bearers and in-charges. II. We should have Proper and polite use of language as means of verbal expression, communication and exchange. Use of informal and casual forms of address, abusive and slang words is strictly forbidden. This is to ensure that the atmosphere of the college is maintained. III. Correct use of language whether English or Hindi to uphold standards expected in any academic institution. As literate and/or educated members of the college community, each one is responsible for upholding standards of correctness while speaking in a particular language. IV. All college notices, letters and invitations are to be written in correct and

formal English or Hindi as the case may be. V. We must use polite conversational tone while addressing and interacting with each other, students and visitors. Shouting, screaming and calling out to one another in loud voices or engaging in loud conversation or discussion while walking down the corridors during class hours is strictly forbidden. VI. There should be complete silence in the Library rooms throughout. VII. Use of proper way of walking, posture and gesture while walking, standing or sitting in corridors, in classrooms and laboratories. Pushing, jostling or shoving anyone to make way for oneself or while overtaking another is strictly forbidden. VIII. Correct use of facilities in toilets and washrooms as per standard norms practiced everywhere to ensure toilets remain clean and usable throughout the day. IX. We must use of bins to dispose of garbage and litter. Loud and noisy manner of gargling, cleaning of mouths and spitting (except in basins), belching, burping, smoking or chewing and spitting of paan, gutka, khaini, etc., in the college premises are strictly forbidden. X. This is to maintain public decency, health and hygiene. The College is under the jurisdiction of MEHAM Municipal Committee and disposes garbage according to the norms outlined by it. XI.

Eating inside the Library or any of the classrooms is strictly prohibited. Food is to be eaten only in the College Canteen and Girls' Common Room, in the Staff Rooms and in the Office rooms of the College. Exception and exemption will be made on days on which College seminars and workshops are conducted. XII. We are responsible to use of every article of college property and every facility provided by the college. XIII. We should vigilance against damage and misuse of college property and resources. The College expects each member to be alert and vigilant and to report any misuse, damage or defacement of any item of college property including e-resources and college websites. XIV. The College requests all its members to work in a spirit of cooperation and harmony, to remove unnecessary and unpleasant altercations, conflicts through peaceful negotiation and discussion and to refrain from engaging in bitter verbal exchanges and/or activities that may threaten the stability and smooth functioning of the administrative and academic machinery of the college. XV. All the Staff members shall carry their identity cards along with them on every working day of the college. Code of Conduct of students Same as above plus I. Use of mobile phones in college premises during class hours and hours and dedicated for academic and research activities

is strictly forbidden. Use of mobile phones in the Library and during Seminar Library hours is strictly prohibited. II. Students are not allowed to bring in outsiders (those without formal invitation issued by the College) or to use the college premises and the college property to host parties to celebrate events of a personal nature or to induct outsiders as guests in the name of student events like Fresher's Welcome, etc. III. As student-members of the college they are responsible for all items of the College property they use and will be held liable for the damage, defacing and/or for the removal of any article owned by the college from the college premises. IV. We should have Proper and courteous behaviour as part of professional and official decorum and as mark of respect to all categories of employees without discrimination on grounds of nature and tenure of employment. We should also show due respect to all office bearers and chairpersons. V. All the students shall carry their identity cards every day to the college.

7.1.6 – Activities conducted for promotion of universal Values and Ethics			
Activity	Duration From	Duration To	Number of participants
ROAD SAFETY	11/01/2020	17/01/2020	150
NATIONAL UNITY DAY	31/10/2019	31/10/2019	180
SAVE WATER AND GIRL CHILD	15/03/2020	20/03/2020	100
VOTER AWARENESS RALLY	17/10/2019	18/10/2019	250
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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.DISPOSAL OF WASTE MATERIAL AND USING OF COWDUNG COMPOST AS MANURE FOR PLANTS. 3. USE OF LED IN WHOLE INSTITUTION. 4.BAN OF PLASTIC IN INSTITUTION. 5. AWARENESS PROGRAM FOR ECO-FRIENDLY ENVIREMENT BY NCC/NSS/YRC ETC. 6. FORMATION OF ECO CLUB.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices
Best Practices at GC Meham Best Practices I Title of the Practice: - Women Empowerment Objectives of the Practice Women constitute almost 50 of the total student strength of the college. The majority of them come from the rural areas where miserable conditions of poverty, illiteracy, ill-health and superstition take hold on their lives. Thus their life is affected by both the backwardness and discrimination. So the college has resolved to take up the cause of Women Empowerment for the women students with the objectives of – 1. Mentoring women students on women specific issues with one woman teacher as mentor for every 40 women mentees. 2. Creating an environment through awareness programmes to enable the students to realize their full potential for learning and solving their problems independently. 3. Arranging special sessions of police, advocate and social activists for enabling the female students to be aware of several types of issues arising in the society. 4. Dealing politely with the student victims of exploitation of all sorts maintaining privacy and confidentiality to protect their dignity. 5. Organizing of various events like debates, discussions, speech, poster making on gender equality to enable the students to realize gender sensitization. 6. Conducting talks of expert on ragging, eve-teasing and dowry system to expose the ill-effects of the evils. 7. Women cell of the institution help to develop vocational and technical skills among the women students by providing special training through workshops to enable them to become independent earners of their living. 8. Organizing the exclusive health camps for women students by women doctors for free treatment of women-related health problems and conducting awareness programmes on the importance of sanitation, personal hygiene and prevention of seasonal diseases. 9. Tackling the social, developmental, health consequences and prevention of HIV/AIDS from a gender perspective. 10. Special common room with all facility has been set for girls to spent their time in vacant periods. The institution keeping in view the development of women requested NCC headquarter to start girl's unit in the institution and the request accepted and in the first year of its establishment various girls shown their interest to join NCC to lead forward along with the male cadets. They performed their best and got best appreciation award at the battalion level for assisting the local administration during COVID-19. This shows that institution steps in development of women are proving to be pioneer and helping the girls to lead in all arenas. The girls are performing best in academic and coming on top position in university as well as institution level. They are also leading in sports and cultural also as all the top position for institution has been attained by girls. Best Practices II Title:-Discipline ?The discipline committee in college plans, coordinates, implements and monitors all the activities related to discipline. ?Location and time at which a faculty member has to give proctorial duty is mentioned explicitly. A clear direction from authority help faculty members to understand their role and duty well. ?Special team is deputed at main gate of college to make sure that students have I-card, carry bag and wear mask. Principal and senior faculty members visit main gate in person many a times. This practice has almost restricted the entry of outsiders in the college. ?CCTV cameras are installed at important locations in the college and its footage is analysed weekly to see overall status of discipline in college. ?Anti ragging cell is constituted to stop ragging. ?Grievance redressal and sexual harassment cell is there for preventive as well

as curative actions. Best Practices III Title:-Guidance for competitive exams ?In previous years it was observed that attendance is very low, especially of boys. The main excuse was that they are enrolled in some coaching classes and are not able to attend their graduation classes regularly. ?To overcome this situation a dedicated team of faculty members is providing guidance for various competitive exams. ?Students are being guided for SSC-CGL, HSSC, NDA, Army, Air Force, MSc Entrance , NET, GATE etc. ?For successful implementation of this plan, final year students are motivated to guide and mentor their junior classes. In this way, whole lot of students is getting benefitted and a conducive environment is being developing for healthy competition. ?Rise in attendance has been noticed after this initiative. ?After this initiative students are not just showing interest in preparing for competitive exams but they also started attending regular graduation classes more sincerely.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://qcmeham.ac.in/

7.3 – Institutional Distinctiveness

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

Vision: • Enabling our students to be able for facing challenges of globalization. • Enabling them be good citizen with high moral value, self-reliant, self-trained and encourage them to become self-employed. • Enabling the students to be sense the social issue and its participation for its well being. Mission: 1. To empower the students of the all classes of society. 2. To create health and environmental awareness. 3. To nurture the scientific and technological aptitude. 4. To cultivate moral, ethical, social, cooperation, leadership and cultural values. 5. To inculcate the principles of Democracy in the students for the national development. 6. To provide best facility and environment to impart education. The Vision, Mission and Objectives of the institution focus towards the value based educational system that helps the student in overall development of students. This college was initially started by chaobishi representative (24 villages) in 1981 as Choubishi Degree College to impart education in this area for needy, poor and specially girls who could not afford city expenditure and especially to urban students for whom nearest city Rohtak is far away. Later in 1987 it was taken over by government. The development of student is ensured with quality education through student engagement and leadership, cultural competence, inter-personal growth, and socio-moral engagement. The qualities of awareness, knowledge and skills are essential for the success of student at academicals and personal level. Thus main focus of the college is to develop all skills and make the students to be capable in all fields of competition. Special attention is given to weaker students especially who belongs to SC, BC and minority groups. The students are guided to achieve excellence in the academics as well as co-curricular environment and provided platform in the college as well as outside the college. The college also aware all the students in understanding the current environmental issues through various program like rallies, competitions, talks and expert lectures. Innovative teaching learning pedagogy is adopted by teachers to the subject interesting and timely completion as per government and university guidelines. Hence efforts are made to produce students with high moral and skills to achieve the excellence as per its mission.

Provide the weblink of the institution
http://qcmeham.ac.in/

8.Future Plans of Actions for Next Academic Year

Future Plan of the Govt College Meham(Rohtak) Though lot of work in construction and yet few more is needed to provide best facilities to students. In future Govt College Meham is planning the following facilities to approve from government:- • Addition of more subjects in arts. • Addition of more courses. • Rain water Harvesting • Centralized R.O. System. • Extension of Library • New Smart Class Room • Opening of well equipped canteen for fresh and healthy Food • More strengthen of security surveillance • Solar System Installation.