



## Yearly Status Report - 2017-2018

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		NATIONAL COLLEGE OF EDUCATION, LOHARU (BHIWANI)
Name of the head of the Institution		Dr. Pashmita
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01252258958
Mobile no.		9992310612
Registered Email		<a href="mailto:nationalcollegelhu@gmail.com">nationalcollegelhu@gmail.com</a>
Alternate Email		<a href="mailto:pasmita3080@gmail.com">pasmita3080@gmail.com</a>
Address		Near Surajgarh Railway Phatak, Loharu, Bhiwani
City/Town		Loharu
State/UT		Haryana
Pincode		127201

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		Self financed			
Name of the IQAC co-ordinator/Director		Ms. Neetu Bai			
Phone no/Alternate Phone no.		01252298958			
Mobile no.		9671317210			
Registered Email		nationalcollegelhu@gmail.com			
Alternate Email		pasmita3080@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		<a href="http://nationalcollegeloharu.com/sectionE.php?AM3">http://nationalcollegeloharu.com/sectionE.php?AM3</a>			
4. Whether Academic Calendar prepared during the year		No			
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.18	2012	10-Mar-2012	09-Mar-2019
6. Date of Establishment of IQAC			09-Feb-2017		
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		
Academic Calendar	09-Aug-2017 1		200		
Institutional Social Responsibility	03-Oct-2017 1		200		

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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	2017 0	0

[View File](#)

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

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 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 To make necessary measures for improving the quality of lesson planning and teaching models of the students. Five day workshop was organized on "Quality improvement of lesson planning." In this all types lesson planning were discussed along: Formulation of instructional objectives Formulation of content specific objectives Drawing out of learning outcomes Effective use of ICT Interactive teaching Reflective teaching Backboard sumup Evaluation and feedback

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

Plan of Action	Achievements/Outcomes
Institutional Social Responsibility activities were given due importance	Many activities were organized during the session. Detail report in annexure

[View File](#)

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	2017
Date of Submission	30-Sep-2017
17. Does the Institution have Management Information System ?	No

### 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

College is affiliated to Chaudhary Bansi Lal University which has its curriculum plan and policy, and provides B.Ed. Programme curriculum along with list of different courses, examination scheme, weightage to the theory and practicum. The entire admission process is completed by the end of July - August every year. We strictly follow the syllabus, curriculum policy, plan and instructions who given by affiliating University. College have 2 year B.Ed. programme. While revision and up gradation of syllabus is done at University level, the college has a mechanism for effective, documented curriculum delivery. Besides traditional lectures and seminars, infrastructure for the use of ICT in classroom, like power point presentations, smart boards and audio-visual support are all available to make the delivery of the curriculum enabling and interesting for the students. Tutorials are held with mentoring and participative learning encouraged. Internal assessment is done transparently with examined scripts shown to students. Inter-personal skills are enhanced through Value Education. Curriculum transacted by the institution provides opportunities for the students to acquire and demonstrate knowledge, skills, values and attitudes related to various learning areas areas. In some departments, bridge courses or supplementary courses are held in order to make the curriculum delivery more holistic and effective. Tutorials are held with mentoring and participative learning encouraged. Internal assessment is done transparently with examined scripts shown to students. Inter-personal skills are enhanced through Value Education. Curriculum transacted by the institution provides opportunities for the students to acquire and demonstrate knowledge, skills, values and attitudes related to various learning areas The Curriculum promotes a holistic approach to education, placing equal emphasis on the development of knowledge, understanding, skills, values and attitudes. The emphasis is laid on building solid foundations of knowledge and skills, introducing to students a fundamental understanding of key concepts and processes across a breath of key learning areas. Course Outcomes have been developed, each faculty member who is assigned to teach a specific course

develops a Unit-based and Sub-unit Based calendar of activities for the entire term to facilitate the learner well in advance about the academic schedule.

#### 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
Human Rights	NA	18/09/2017	3	Yes	Yes
Ethics in Education	NA	05/03/2018	2	Yes	Yes

### 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 !!!		
<a href="#">View File</a>		

#### 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
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	200	Nil

### 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Human Rights	18/09/2017	200
Ethics in Education	05/03/2018	200
<a href="#">View File</a>		

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

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	INTERNSHIP AND TEACHING PRACTICE	200
<a href="#">View File</a>		

### 1.4 – Feedback System

#### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

**Feedback Obtained**

An annual Feedback was conducted to assess the satisfaction of educational institution regarding the services of our college. Every year we gathered information from Students, Parents, Parents, and stakeholders by a feedback form. It helps us to gain an insight into how college could improve on various parameters. We value feedback and treat it with highest respect, courtesy, value and confidentiality. A brief analysis of the feedback is as follows-  
**Feedback from students-** Gathering feedback from students is a great way to get glimpse into their experience in the college campus. Feedback from students is helpful in several ways and builds a sense of goodwill between the students and institution. Students have rated teachers on various dimensions. Using rating scale then it is analysed for every teacher by providing weightage to different attributes. It was summarized that teacher has all round and complete knowledge not only in the subject are but beyond that. The teacher uses various means very effectively to make student knowledgeable and wise. The teacher has very high degree of self-discipline, passion and devotion for the teaching profession.  
**Parent's feedback-** Feedback was sorted and the opinion obtained for each parameter is represented as percentage of total number of feedback response obtained for that parameter represented in parentheses. Percentage overall average of rating was also computed for each academic session. On analysing the feedback received, over the course of time by the parents, it is observed that parents are largely satisfied by the efforts made by the college administration in admissions, teaching and learning, discipline and other related matters and high degree of satisfaction has been shown by the parents on implementations of some of the suggestions made by them.  
**Parents feedback-** Though the college has a history of years, its parents can be traced into various fields like social, political, entertainment and industry. Parents are very special for the institution and create reputation through their success in their career path. Parents network forms a bridge between the current students and parents. Mostly parents were the satisfied with the facilities provided to them by the college as library canteen and computer lab etc. They all have appreciated the efforts of college made for their overall development. The entire parents has admitted that their all grievances were handled by the College properly and in time. The entire parents was satisfied with the career guidance and counselling for higher studies and they have conveyed their thanks for that they have informed about the vacancies for the placement according to their qualification. Some parents suggested that they should be informed about the Seminar and workshop etc. on their email ID so that they can participated in such activities.

**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
BEd	Teacher Education	200	200	200

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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
2017	200	0	19	0	19

## 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	Number of smart classrooms	E-resources and techniques used
19	19	4	4	0	1

[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)

College has adopted a Mentoring System as a student support measure.. The mentor guides a student in his /her academic, emotional and psychological development, particularly in the latter's transition phase. The mentor guides his wards to take out the best in him/her. In this system, Each faculty member is the mentor of a group of 9-10 mentees allocated to him/ her by the Principal of the Institute. The teacher mentor collects personal information from the mentees without touching sensitive issues or any information out of the mentee and then provides the needed counseling to her/ him. Critical issues are brought in the notice of the Head of the Institute. The teacher meets the mentee formally or informally outside class hours as well and guides them regarding their career options. A documented record of the mentoring process is maintained by the mentor teacher for reference purposes. Types of Mentoring: Course-specific – regarding attendance and performance in the present annual and overall performance in the previous annual, participation in various activities on and off campus. Professional Guidance – regarding self-employment opportunities, entrepreneurship development, morale, honesty, and integrity required for career growth. Career advancement – regarding professional goals, selection of school or institute for career, higher education, competitive exams etc. Role of Mentor: Meets the group of students at least twice a month. Continuously monitors, counsels, guides and motivates the students in all academic matters. Advises students regarding choice of electives, project, assignments etc. Contacts parents/guardians if situation demands e.g. academic irregularities, negative behavioral changes and interpersonal relations, detrimental activities etc. Advises students in their career development/professional guidance. Keeps contact with the students even after their graduation. Intimates Principal and suggest if any administrative action is called for. Maintains a brief but clear record of all discussions with students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
200	19	1:11

## 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
19	19	0	0	3

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
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No Data Entered/Not Applicable !!!

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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
BEd	001	1	16/06/2018	03/11/2018

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

The institution has a centralized continuous Internal Evaluation System as per the norms of Affiliating body The mechanism of internal assessment operates on continuous basis • All internal assessment related decisions are taken by the academic council in consultation with the teaching and non- teaching staff of the college. • The dates and other modalities pertaining to examinations are discussed democratically in Academic Council, Examination Committee. • All concerned stakeholders are informed of Continuous Internal Evaluation through the college Prospectus, the institutional website as well as display on the notice board. • Students are informed of this educational strategy, namely continuous internal Evaluation at the beginning of the session. • Internal Question papers are set based on Course outcomes and as well as University pattern. • Remedial classes are provided on the recommendation of mentors if the performance of student is not up to the mark. • Theory subjects are assessed through: o Mid session Test o Assignments o Class room seminars • Practical subjects are assessed through: PPT Presentation o Internal Viva Mini projects.

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

The Institution's internal academic calendar is thoughtfully drafted in such a way that it is in sync with the University, Choudhary Bansi Lal University Calendar. The academic calendar outlines the annual class work schedule internal examination schedule, external examination schedule, class room activities and tutorials etc are properly spread out through the span of the session so that students can continuously go through a process of evaluation and academic growth. The faculty members got syllabus as well as tentative academic calendar coming annual in advance which enable them to plan and division of syllabus. The head of the Institution finalizes the course allocation for the faculty members based on their choice and area of interest or expertise. Time table in-charge prepare the time table as per the guideline of respective statutory bodies for the number of credit hours for each subject prior to the commencement of the annual. Academic calendar is provided to the students through information handbook of the institution as well as display on the notice board. In addition to the mid-term exams other Institutional Internal activities such as beginning of session, Orientation Programme, Celebration of Important days other activities etc are also part of academic calendar.

## 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://nationalcollegeloharu.com/section21.php?AM21>

### 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
001	BEd	Teacher Education	200	154	77

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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)

<http://nationalcollegeloharu.com/section22.php?AM22>

## 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
<b>No Data Entered/Not Applicable !!!</b>				

[View File](#)

### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Workshop on Learning observe understanding working in group	Education	20/11/2017
Workshop on Emotional Well being	Education	11/12/2017
Workshop on Unit based Achievement Test	Education	12/02/2018

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
<b>No Data Entered/Not Applicable !!!</b>				

[View File](#)

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
<b>No Data Entered/Not Applicable !!!</b>					

[View File](#)

### 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
0	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	Education	0	0
International	Education	0	0
No file uploaded.			

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
Education	0
No file uploaded.	

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	2018	0	0	0
No file uploaded.						

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	2018	0	0	0
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	0	0	0
No file uploaded.				

**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
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No Data Entered/Not Applicable !!!

[View File](#)

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
NIL	NIL	NIL	0
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
<a href="#">View File</a>				

### 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	NIL	NIL	0
<a href="#">View File</a>			

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 !!!					
<a href="#">View File</a>					

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 !!!			
<a href="#">View File</a>			

## 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
450000	428000

#### 4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Existing
No file uploaded.	

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
No Data Entered/Not Applicable !!!			

#### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	6710	1048900	210	39900	6920	1088800
<a href="#">View File</a>						

#### 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
No Data Entered/Not Applicable !!!			
<a href="#">View File</a>			

### 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	16	10	5	4	2	2	15	100	0
Added	0	0	0	0	0	0	0	0	0
Total	16	10	5	4	2	2	15	100	0

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

100 MBPS/ GBPS
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#### 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	<a href="http://nationalcollegeloharu.com/">http://nationalcollegeloharu.com/</a>

### 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	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical
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	facilities		facilities
567128	521000	567128	521000

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 adequate availability and optimal utilization of physical infrastructure. The College has adequate physical infrastructural facilities to run the Educational Programme efficiently as per the Norms and Standards laid down by National Council for Teacher Education by affiliating body. College has developed complete physical infrastructure as per NCTE norms to run the B. Ed course. The institute has modern and updated infrastructure and learning resources. The Institute is a self-financed institute. ? There are four classrooms and six method rooms with proper lighting and ventilation and all the classrooms are well equipped with proper furniture, dais, projector and display boards. ? Administrative office, a staff room and a Principal room with adequate space to conduct meetings and discussions with the faculty. ? Well-equipped library and a reading room having seating capacity for 60 pupil teachers. Library has internet connectivity and a photocopier with the facility of photocopying. ? ICT Resource Centre fully equipped with 40 computers with latest configuration and internet facility with each system. ? Psychology Resource Centre with sufficient number of Tests and Psychological Testing Equipment's. ? The Curriculum Laboratory is a Centre for instructional materials in teacher education institutes. It is designed for the professional development of pupil teachers. ? Art and Work Experience Resource Centre with adequate material. ? We have well-furnished Tutorial rooms, Seminar Hall and a Multipurpose Hall ? The institute has separate common rooms for boys and girls. There is a Rest cum Medical Room provided with First aid facility. Sports, Music Room, Canteen and a Store Room are also available in the college campus. ? There is provision for indoor games such as Carom, Chess as well as outdoor games like Volley ball, Badminton, Shot-put, Discus throw, Relay-race, Kho-Kho, Tug-of-war and 200 metre athletic track for all athletics activities. ? There are separate toilets and wash rooms for boys, girls and college staff. Proper Fire Safety measures (Fire Extinguishers) are also placed in the college building.

<http://nationalcollegeloharu.com/about.php>

## 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	Nil	Nil
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil

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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 implementation	Number of students enrolled	Agencies involved

No Data Entered/Not Applicable !!!

[View File](#)

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
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No Data Entered/Not Applicable !!!

[View File](#)

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

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

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed

No Data Entered/Not Applicable !!!

No file uploaded.

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
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No Data Entered/Not Applicable !!!

No file uploaded.

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
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No Data Entered/Not Applicable !!!

No file uploaded.

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

Activity	Level	Number of Participants
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No Data Entered/Not Applicable !!!

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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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
<b>No Data Entered/Not Applicable !!!</b>						
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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 following are some of the committees on which there are student representatives. The important committees in which the representation is given to the students are as under: Students Council As mentioned earlier, the students are elected every year who act as a link between the student community and the faculties. They perform various responsibilities assigned to them by the faculties and the council Editorial Board Editorial Board also has the provision of students' representation. Students representative in Editorial board are required to collect the articles written by the students, edit the collected articles before submitting to the editor who ultimately sees the worth of the article. Lots of efforts are made by student editors in improving the quality of articles with teacher guidance. Sexual Harassment and Anti-Ragging Committee Students play active roles in making suggestions and preventing harassment and ragging. Library Committee Students on this committee make suggestions regarding the library and its assets. Grievance Committee College has the provision of the Grievances Committee and provision of students' representation on it. The committee consists of two students' representative, one faculty member, and principal (chairman of the committee). The student representatives pass the grievance of one students to the faculty-in-charge who passes the information to the principal and ultimately to the manager. Alumni Association Alumni Association also has the provision of student representation on it. The last batch student of B.Ed. is supposed to be secretary and treasurer of the Alumni Association. Sports Committee Students on the committee help in the selection of sports and organizing the events. Co-Curricular/cultural Activity Committee: These activities are almost exclusively student activities. They select, decide and organize them. Teachers act as facilitators.

**5.4 – Alumni Engagement**

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

318

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

1 Meeting was held.

**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)

College involves the participation of Management and non-teaching staff related to Accounts. Library committee prepares and plans for the book budget for next academic session. There is a chain of Committees with members from faculty ,and students to assist with the planning and execution of vertical extension of the college and planning for infrastructure associated with the new wing. These committees focus on planning and timely execution of curricular and co-curricular activities for holistic development of students The Admission committee counsels' prospective candidates for Admission before the Application Forms for admission are released. The Admission committee (for admission) involves all members of the staff who co- operates and work at different levels. They also sit in at interface meetings and meet parents and students prior to admission. Planning Board (for financial Planning and implementation) involves the participation of Management and non-teaching staff related to Accounts. Library committee prepares and plans for the book budget for next academic session. There is a building Committee with members from faculty , architects, engineers, Contractors and office staff to assist with the planning and execution of vertical extension of the college and planning for infrastructure associated with the new wing.

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

Partial

## 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
Teaching and Learning	Collaborative group learning, both inside and outside the classroom • Individual and group student research and discovery • Research and discovery by students and faculty together
Examination and Evaluation	All year round evaluation through class tests, Tutorials, House test, student seminars/Presentations keeps the students in touch with their subjects. It also enhances and helps students grow in confidence for University Examinations. Result of Internal Examination.
Library, ICT and Physical Infrastructure / Instrumentation	1. Library its infrastructure, Computers for internet surfing, etc 2. Staffrooms, Washrooms, etc. 3. Computer lab with 25 computers 4. Science laboratory 5. ICT resource center 6. Teaching Aid Workshop 7. Language Lab with terminal and console 8. Home Science and Work-Experience Lab

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

E-governance area	Details
Student Admission and Support	Admission of Students: The procedure for online admission was refined. Information from application forms for admission was used for the filing up of university registration and Examination forms. The admission procedure was



	speeded up and involved all the staff members.
Administration	The administration has considerably a decentralized system in that every part of it enjoys the powers assigned by the competent authority and functions as an autonomous unit within the delineated jurisdiction. There is, in a way, downward devolution of power, flowing from the management down to the committees and functionaries The Society is a registered body having its own constitution which contains broad norms and, in some cases, even the prescriptive details. For effective and efficient, a proper hierarchy of management has been designed so as to coordinate at each level of management. There exists an efficient decentralized system of administration in that various committees perform academic and administrative responsibilities.
Examination	All year round evaluation through class tests, Tutorials, House test, student seminars/Presentations keeps the students in touch with their subjects. It also enhances and helps students grow in confidence for University Examinations. Result of Internal Examination

### 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
2017	NIL	NIL	NIL	0
2018	NIL	NIL	NIL	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)
No Data Entered/Not Applicable !!!						
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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
<b>No Data Entered/Not Applicable !!!</b>				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
19	19	13	13

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Fee concession to children of staff	Health camp	Access of Wi-Fi

## 6.4 – Financial Management and Resource Mobilization

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

<p>INSTITUTION CONDUCT INTERNAL AND EXTERNAL FINANCIAL AUDIT REGULARLY. Annual Quality Assurance Report of GYANROSHANI LOK KALYAN SANSTHA KHOKHARA JANJGIR AUTHORISED CHARTERED ACCOUNTANT MONITER/ ANALYSE ALL THE RECORD RELATED TO FINANCIAL ISSUSE. BUDGET ALLOCATION AND AUDIT REPORT CHECKED AND MAINTAINE BY THE AUTHORISED CHARTERED ACCOUNTANT REGULARLY.</p>
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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	NIL
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6.4.3 – Total corpus fund generated

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## 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	Team of Experts	Yes	Principal
Administrative	Yes	Team of Experts	Yes	Principal

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

<ul style="list-style-type: none"> <li>• Collaboration in Extension Activies</li> <li>• Expert of specific field give talk and address students</li> <li>• Periodical suggestion on development activities</li> </ul>
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6.5.3 – Development programmes for support staff (at least three)

ICT orientation Official communication and record maintenance Orientation on Tally Software

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

Faculty members are encouraged to improve qualifications. College does conduct staff development programmes during vacation and deposes faculty to various workshops conducted at university or college level. Faculties are encouraged for paper presentation and publications too in this regard. Some of the 2-3 days workshops conducted this year are as under: a. Micro teaching b. Innovative strategies c. Problem solving method The management arranges computer courses for the staff members. The administrative staffs are regularly provided with financial assistance to attend the relevant programmes. Various academic counsellors are also invited to have talks on these areas.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	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
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

**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
HIV/AIDS Awareness Programme	28/11/2017	28/11/2017	100	36
Beti Bachaao Beti Padhaao Programmes	22/02/2018	22/02/2018	113	20

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
<b>No Data Entered/Not Applicable !!!</b>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	Nil
Provision for lift	No	Nil
Ramp/Rails	No	Nil

Braille Software/facilities	No	Nil
Rest Rooms	No	Nil
Scribes for examination	Yes	2
Special skill development for differently abled students	No	Nil

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	1	1	01/12/2017	1	Say No to Plastic	Bad effects of Plastic	126
2018	1	1	30/01/2018	1	Conservation of Natural Resources	Wastage of Water, Cutting of Trees etc	170
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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 for Principal	03/01/2017	Code of Conduct for Principal • The Principal should plan the budgetary provisions and go through the financial audit statements of the Institute. • Chalk out a policy and plan to execute the vision and mission. • Head of the Institute should encourage Faculty Members to author text books and publish research papers in reputed International / Indian Journals / Conferences. • Ensure that the staff and students are aware of rules, policies and procedures laid down by the college and enforce them fittingly. • Recommend and forward

		<p>communication to the authorities. • Monitor, manage and educate the administration of the institution and take remedial measures / actions based on the stakeholder's feedback. • Execute any other qualitative and quantitative work for the welfare of the institution. • Listen to the student's ideas and set a supportive tone. • Be fair in his disciplinary actions for all the members of faculty, non-teaching staff and students. • Empower all his staff and students to reach their maximum potential.</p>
<p>Code of conduct for Students</p>	<p>03/01/2017</p>	<p>Code of Conduct for Students • It is mandatory for every student to attend at least 75 of total lectures held in each term in college. • Students will not use foul or offensive language. • Students will not deface or damage college property. Any damage to college property should be reported to the Head Mistress immediately. • Strict disciplinary action will be taken against students indulging in any kind of ragging activity inside and outside the college campus • Students will not to indulge in activities like stealing or damaging any farm produce or any property belonging to the institution, staff member of the institution or any other student. • Students will not to instigating violence or participating in any violent demonstration or</p>

		<p>agitation or violent streak in the institution. • Students will not to instigating or participating in any group of any official or any staff member of the Institution • Bullying, aggression or violence in any form is gross misconduct for which the college will take strict disciplinary action if required. • Students will be expected to have respect for their peers and be sensitive to differences among themselves due to physical, cultural and economic considerations.</p> <ul style="list-style-type: none"> <li>• Students will be expected to be environment friendly.</li> </ul>
<p>Code of conduct for Teachers</p>	<p>03/01/2017</p>	<p>Code of Conduct for Teachers • Provide innovative and quality education to pupils. • The work plan of teaching staff should ensure, in the most productive manner, with regard to the roles, jobs and targets assigned to them by the Department/ Institution. • Be impartial and non discriminative for students. • Staff must attend all functions of the college as per the instructions of coordinators and Head of the respective departments. • Interact with the students in a friendly manner. • Staff must be punctual, sincere and regular in approach.</p> <ul style="list-style-type: none"> <li>• Abide by the rules and regulations of the institution.</li> <li>• Abide by the procedures to ensure student's safety.</li> <li>• Collaborate with fellow teachers.</li> <li>• The staff should motivate the students and bring out</li> </ul>

		<p>the creativity / originality in the students and should make himself/herself available for doubt clearance. • Be good counselors and facilitators. • The staff should get the feedback from students and act / adjust the teaching appropriately. • Help, guide, encourage and assist students in their learning. • Maintaining records to manage, monitor, assess and improve student</p>
<p>Code of conduct for non Teaching staff</p>	<p>03/01/2017</p>	<p>Code of Conduct for Non Teaching Staff The following traits are expected from the Non teaching staff. He / She must • Report to duty at least 30 minutes in advance. • Remain on duty during college hours. • Adhere strictly to the laws and regulations of the college. • All the staff Members should follow the rules and regulations of the Institution as prevalent from time to time. • Respect and maintain the hierarchy in the Administration. • Maintain honesty, integrity, fairness in all activities. • Maintain self-discipline and restrain at all times and deal positively with staff, students and the general public • Must not divulge official secrets, mutilate, expunge, conceal, alter or forge official documents / receipts. • Must not be absent from duty without official approval or approved sick leave. • Every staff should maintain the confidentiality regarding the College's affairs and the affairs of its</p>

constituents and should not to divulge, directly or indirectly, any information of confidential nature either to a member of the public or of the College's staff.

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
<a href="#">View File</a>			

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

1. KEEP THE CAMPUS NEET AND CLEAN
2. PLANT TREES
3. PROHIBIT USE OF POLYTHINE
4. SAVE WATER
5. USE PAPER BAGS

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

1. COOPERATION AMONG STUDENTS
2. HEALTHY ATMOSPHERE

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

<http://nationalcollegeloharu.com/>

### 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 Institute was established in the year 2007 under the auspices of Bhagwan Shiv Education and Social Welfare Organization and holds affiliation to Choudhary Bansi Lal University, Bhiwani. It melds state of the art infrastructure with quality in education as its paramount principle. Activities held are a reflection of the resolve towards perfection instilled by the founding father whose vision was to develop a centre for excellence in professional education. In pursuit of its mission to grow as an abode of all round excellence, it disseminates varied array of publications ranging magazines of repute. From its advent, it has acquired a credible position. The students deliver best results as they consistently top the university examinations. It has been nurturing pioneers and forerunners in who have continually attained highly reputable careers as academicians, and professionals in the industry. It annually recognizes and awards the students who exhibit exemplary leadership on and off the field, combining athletic and humanitarian achievements.

Provide the weblink of the institution

<http://nationalcollegeloharu.com/>

### 8.Future Plans of Actions for Next Academic Year

Best Practice Title of the Practice: Women Empowerment Goal Women constitute more than 60 of the total student strength of the college. The majority of them come from drought and famine-ravaged rural areas, where miserable conditions of utter poverty, illiteracy, ill-health and superstition take hold of their lives. Thus they are doubly affected by 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

- Mentoring students on women specific issues with one teacher as mentor for every 20 students mentees.
- Creating an environment through awareness programmes to enable the students to realize their full potential for learning and solving their problems independently
- Arranging special sessions with the police and social activists for enabling the female students to be aware of several types of 'evil designs' by professional criminals for the worst type of exploitation taking the advantage of their innocence and gullibility.
- Dealing amicably with the student victims of exploitation of all sorts maintaining utmost confidentiality of the private life to protect their dignity.
- Involving social activists and Government officials to enlighten the students on human rights and fundamental freedom for equal rights and opportunities.
- Organizing debates and discussions on gender equality to enable the students to realize gender sensitization, thus leading to more equality and harmony in family and society.
- Conducting seminars and special sessions on ragging, eve-teasing and dowry system to expose the ill-effects of the evils.
- 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.
- Tackling the social, developmental, health consequences and prevention of HIV/AIDS from a gender perspective.

The Context The women students, in the beginning were not enthusiastic to participate in the deliberations.

- Some parents and staff vehemently opined that the awareness / sensitization programmes defeated the very purpose of sending their wards to college.
- As the gender sensitization programmes designed revealed several disparities and inequalities, that we might not have noticed earlier, people especially the other gender, argued discussing gender and gender roles would break up families and destroy society.
- Similarly, the various legal protective provisions for women were misunderstood as undue favour meant to belittle men.
- Even some teachers supporting the argument often opined that the change was difficult to be accepted as the ideas emanated from these seminars/workshops/debates on gender inequalities appeared new and startling.
- Some parents even found fault with the college that their children were detained in the college beyond working hours for unconnected and counterproductive programmes.
- Under these circumstances, the college has thought it appropriate to forge ahead with the objective implementations the objective for which an exclusive cell is created.