YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	**CHHAJU RAM MEMORIAL JAT COLLEGE HISAR**
• Name of the Head of the institution	**DR NILAM**
• Designation	**PRINCIPAL**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	**9812160154**
• Mobile No:	**9812160154**
• Registered e-mail	**INFO@CRMJATCOLLEGE.COM**
• Alternate e-mail	**PRINCIPAL@CRMJATCOLLEGE.COM**
• Address	**NEAR RAILWAY STATION**
• City/Town	**HISAR**
• State/UT	**HARYANA**
• Pin Code	**125001**
2.Institutional status	
• Affiliated / Constitution Colleges	
• Type of Institution	**Co-education**
• Location	**Urban**

• Financial Status	**Grants-in aid**	
• Name of the Affiliating University	**G J U S & T, HISAR**	
• Name of the IQAC Coordinator	**DR KAPENDER SINGH**	
• Phone No.	**9813093999**	
• Alternate phone No.	**9813093999**	
• Mobile	**9813093999**	
• IQAC e-mail address	**INFO@CRMJATCOLLEGE.COM**	
• Alternate e-mail address	**PRINCIPAL@CRMJATCOLLEGE.COM**	
3.Website address (Web link of the AQAR (Previous Academic Year)	http://crmjatcollege.com/aqar.html	
4.Whether Academic Calendar prepared during the year?	**Yes**	
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.crmjatcollege.com/downloads/files/n5f39e7e1706f8.pdf	

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**75.4**	**2004**	**08/01/2004**	**07/01/2009**
Cycle 2	**B++**	**2.79**	**2017**	**28/03/2017**	**27/03/2022**

6.Date of Establishment of IQAC	**04/03/2004**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Grant In Aid	**Govt**	**State Govt**	**2021**	**68400000**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**	
• Upload latest notification of formation of IQAC	View File	

9.No. of IQAC meetings held during the year	2	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

The following initiatives were taken by the IQAC for institutionalizing the quality assurance strategies and processes: 1) Conducted a number of events including ICT training for non-teaching staff members and workshop for housekeeping staff. 2)Organised online symposium on New Education Policy and online seminar on the topic Legend and Legacy: Remembering Seth Chhaju Ram Chaudhary. 3) Strengthened e- goverance in college administration by updating college website regularly and by providing payment gateway for enabling students to transact anywhere anytime. 4) Maintained Performance Appraisal system for teaching staff by submission of API scores on a prescribed format at the end of each academic session. 5) The process of RFID based library automation was initiated.

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

Plan of Action	Achievements/Outcomes
Project costing around Rs. 21 lakh for setting up RFID based library management system with latest specification to facilitate faster issuance/return of books	E-tendering of the said project is in process.
P.G. Course in M.Sc Zoology	Admissions for the course were made during the session. 40 students were enrolled in the

	first batch.
ICT based Teaching Methodology	Classes were met by the teachers in the online mode using platforms like Google Meet and Zoom.
To generate funds and grants from Higher Education authorities and sponsoring agencies for improving research facilities and organizing seminars	Two seminars/webinars were organized by the institution in the session. Funds were not required as the said webinars were organized in the online mode due to pandemic
Inviting resource persons and experts for extension lectures/workshops	Extension lectures were organized by the Department of Hindi, English, Defense Studies, Computer Science and Botany
To initiate the process for Green Audit in multiple phases	Composting Section was launched in the college premises with two large pits sheltered with Compost Hut. Blue-Green dustbin sets worth capacity 480 ltrs were installed at three main spots in the college for the purpose of waste segregation
Installation of Fire Safety System in Campus	Fire Safety System could not be installed
ICT Training of Non-teaching staff	04 day ICT Training was organized for the non-teaching staff by the Department of Computer Science in collaboration with IQAC
Registration of Alumni Association of the college	Registration of Alumni Association is under process

13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020	28/12/2021

15.Multidisciplinary / interdisciplinary

The college is running various undergraduate and postgraduate courses in Arts, Commerce, and Science streams. The college offers twenty one subject combinations for study in Arts. CBCS is adopted in commerce and science streams. Some courses offer experiential learning through project / field work. Environmental Studies and Computer Awareness are integral part of undergraduate degree courses in all streams. The students are provided opportunities to learn about various life- essential skills and competence required for team work through NCC, NSS and Youth Red Cross. The college is in a position to adopt multidisciplinary/ Interdisciplinary approach in accordance with the mandate of NEP- 2020. Faculty members are also encouraged to carry multidisciplinary/ Interdisciplinary research.

16.Academic bank of credits (ABC):

The affiliating university has not implemented this scheme yet. The guidelines of the university will be followed in this regard as and when received.

17.Skill development:

The college has adopted following practices pertaining to the skill development: The institution seeks to inculcate innovative ideas through project-based learning. Students, especially in the domain of sciences, work on different projects. Students from the Department of Computer Science, Botany, Zoology & Geography make projects/report on novel/emerging scientific ideas and regularly participate in Science Exhibitions. Students undertaking these projects develop an understanding for possible research areas for their further studies. A well-equipped language lab has been established to hone the communication skills of the students so that they have a competitive edge in the professional world. ICT training programme was conducted for non-teaching staff members of the college.

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

The college offers Hindi and Sanskrit as independent subjects in B.A. programme. Various activities like meditation, yoga and self-defense activities are organised to promote Indian knowledge system. International yoga day is celebrated every year. Indian sports like Kabaddi and wrestling are also promoted. Students participate in various tournaments.

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

The curriculum of each course offered to the students is prepared meticulously by the members of Board of Studies and Research of the affiliating university. The learning outcomes of each course are clearly defined. Teaching learning activities and assessment criteria are structured accordingly to achieve the stated objectives/outcomes. Each course aims to enhance knowledge and skills of students in the respective field so that they can stand out with their global counterparts after completion of the programme.

20.Distance education/online education:

Online/ Distance vocational courses may be planned by the Institute in future. Moreover, students are advised to do MOOCs through NPTEL, SWAYAM and other platforms.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**13**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**4850**

File Description	Documents
Data Template	[View File](#)

2.2	**908**

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

File Description	Documents
Data Template	View File

2.3	**1231**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	**31**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**75**
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**70**
Total number of Classrooms and Seminar halls	

4.2	**5571090**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**150**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Our college is affiliated with Guru Jambheshwar University of Science & Technology, Hisar, so we follow the curriculum designed by the varsity only. At the beginning of the academic session, the college prepares the academic calendar which consists of curricular, co-curricular, and extracurricular activities for effective implementation and delivery of the curriculum. We undertake the following measures for effective delivery of the university curriculum at the college level

- There is a faculty-wise timetable committee that prepares the timetable as per workload for the academic session.
- A comprehensive teaching plan is prepared by every department and teacher which includes the delivery of lectures, tutorials, and practicals.
- The Principal addresses the newly admitted students in the "Induction/orientation Program". This program orients the students about facilities and welfare schemes available, code of conduct and discipline, add-on courses, and extra-curricular activities.
- The faculty members take a few lectures on the introduction of the curriculum.
- Unit Tests are conducted periodically and their results are displayed and discussed with the students in the classroom.
- Periodical meetings of Head of the Departments are held with the Principal to take review and discuss the curriculum delivery.
- Intra-departmental meetings for the review of the teaching, planning of unit tests, seminars, etc. are also conducted.
- Assignments, seminars, and projects are given to the students under the supervision of the faculty.
- Guest lectures of eminent faculty members from other institutions are arranged to give exposure to the current trends and the latest subject knowledge.
- ICT is used for effective teaching by the teachers of various departments.
- The departments organize study tours and field projects for students' exposure to practical knowledge.
- The faculty members encourage the students to read the reference books and make use of magazines and newspapers available at the college library to update and enhance their subject knowledge.

- **Remedial coaching is given to slow learners and the merit mission concept is implemented for advanced learners. Additional facilities such as extra book issues and personal counseling are provided to slow and advanced learners.**

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

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

Before the commencement of each semester, University notifies an academic calendar for all the programs, which contains the date of commencement, last working day of the semester, practical examination schedule, and dates for semester-end examinations. CRM Jat College follows the calendar issued by the University strictly and plans all its activities including the conduct of Continuous Internal Evaluation (CIE). Internal Assessment tests (IA), assignments, quizzes, and seminars are part of the Continuous Internal Evaluation (CIE) of students.

There is a well-defined process for the conduct of CIE as per the institute's calendar of events which includes details like the total number of working days and holidays, house examination dates, dates for the Institute's flagship programs, workshops, and other co-curricular and extra-curricular activities. All activities are conducted in adherence to the calendar of events except unforeseen circumstances. Department heads closely supervise and monitor the completion of the syllabus as per the academic calendar prepared by the varsity.

- **The internal assessment test timetable prepared by the examination committee is published to stakeholders and conducted as per the schedule.**
- **Evaluation of answer sheets and students' attendance in the lecture are carried out by respective Course Instructors.**
- **Continuous evaluation and assessments are also done for laboratory courses, project work, seminars, and internships.**
- **Conduction of laboratory experiments and viva, Submission of records are the major components of laboratory course evaluation. As per the laboratory rubrics, the internal test is conducted at the end of the semester.**

The Principal, through the academic committee meetings, frequently reviews the semester's progress and provides suitable suggestions. In case of revision of the academic calendar by the university, the institute incorporates the necessary changes accordingly.

File Description	Documents
Upload relevant supporting documents	**No File Uploaded**
Link for Additional information	https://www.crmjatcollege.com/syllabus-.html

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

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

1.2 - Academic Flexibility

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

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

8

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

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

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

2

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

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

1608

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

1608

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

1.3 - Curriculum Enrichment

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

The institution runs the courses in Arts, Commerce, and Science stream. The curriculum is designed by the Guru Jambheshwar

University of Science & Technology, Hisar which includes various topics/chapters covering cross-cutting issues relevant to Gender, Environment & Sustainability, Human Values, and Professional Ethics.

Environmental study is a compulsory subject for all undergraduate first-year students. Similarly, Cross-cutting issues relevant to Gender, Human Values, and Professional Ethics are covered in the prescribed syllabi of varsity in various subjects in the form of topics, chapters, poems, and co-curricular activities, especially in the domain of literature, humanity, and social sciences.

Environment and Sustainability

As far as Environment and Sustainability related issues are concerned, the students got the knowledge of environmental studies in the first year of their degree program. The institution took care to inculcate values related to the environment and sustainability through various practices and programs under NSS and NCC. Besides this, the departments conduct the following activities in every academic session: -

- Botany and Zoology departments keep organizing the poster-making competitions, Bio Rangoli, Plantation Photography.
- The geography department regularly organizes various competitions such as Poster making, Geo Rangoli, Collage making, Slogan writing on environmental issues, Quiz, etc. Besides this, Students' visits to the meteorological station, Kisan Mela, HARSAC, etc. are also organized by the department as and when possible.
- NSS and NCC Units conduct Tree Plantation, Beti Bachao, Beti Padao, Rashtriya Ekta Diwas Celebration, Swatch Bharat Abhiyan, Voters' Day and keep raising their concerns on multiple social menace exits in the Indian society.
- A distillation unit has also been established in the department of botany.
- Gender Equity The prose, poetry and other chapters in certain courses addressed issues related to gender sensitivity and equity. Additionally, the women cell of our institute organizes special programs on gender equality and sensitization such as self-defense training for girls, motivational lectures by elite personalities.

As per the directions of the Haryana government, Complaint Cell has been constituted for the Redressal of complaints about sexual harassment. The Internal Complaint Cell is involved in the

prevention, prohibition, and redressal of the complaints regarding sexual harassment of women employees and students and conducted an awareness campaign. The following programs are organized.

- Blood Donation Camp is regularly organized.
- NCC's coursework also includes Disaster management so that the students get familiar with their social responsibility.
- NSS unit is very active and regularly arranged social and cultural activities in the college and adopted villages. Professional Ethics Ethical practices such as truthful information, facts, and unprejudiced approach are taught in the content of syllabus and certificate courses.
- Career Guidance and Placement Cell keeps organizing extension lectures covering topics in accordance with the requirements of the industry.

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

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

2

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

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

44

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

1.4 - Feedback System

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

D. Any 1 of the above

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

1.4.2 - Feedback process of the Institution may be classified as follows   **B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://www.crmjatcollege.com/downloads/files/n5bd853bb81245.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

2378

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

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

938

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Identification of Advanced and Slow learners

To identify advanced and slow learners, we conduct a "student

induction/Orientation" program i.e. Principal's Address. Through this event, students are introduced to teaching-learning and evaluation programs, college discipline, various academic and other schemes along with development and achievements of the college, students? support services. As early as possible, we identify slow and advanced learners amongst the students through classroom discussion, question and answer method, by considering their subject knowledge and previous year?s performance, From the second year onwards; we consider their performance in the classroom and the university examinations. The academic performance of the students helps in identifying the slow and advanced learners.

Scheme for slow learners

- To enhance their performance the college conducted remedial coaching. Extra coaching is provided in respective subjects.
- Problem-solving sessions and additional tutorials are conducted for weak students.
- The students are also given extra books from the departmental library.
- To improve the confidence level of the students, confidence-building lectures are arranged. Some faculty members guide the students personally as well as they are also encouraged to discuss their problems.
- Extra time is allotted to slow learners to complete tasks such as reading, problem-solving, and analysis of the experiment.
- Extra reading material is provided to improve basic understanding of the subject and efforts are also being made to upload video lectures on YouTube for students to review to understand difficult concepts.
- Encouraging them to study courses on developing soft skills to have good command over the language.

Schemes for advanced learners

- Students are encouraged to make research contributions in their major project at the PG level and are also encouraged to publish their results in journals and also present it at National and International Conferences.
- Students are encouraged to participate in summer research fellowship programs at prestigious research institutes and laboratories.
- Earn while you learn provision has been made for UG, PG students in the Institute.
- Students are encouraged to help slow learners in their classes and in junior classes.

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

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

Number of Students	Number of Teachers
4850	**137**

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

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

Teaching-learning methods adopted by the faculty members include Lecture Method, Interactive Method, Project-based Learning, Computer-assisted Learning, Experiential Learning, etc. The Teaching-learning activities are made effective through illustration and special lectures. To acquire first-hand knowledge on the subjects and current practices students are engaged in a field study. Lessons are taught through Powerpoint presentations to make learning interesting besides oral presenting methods.

Lecture method

This conventional method is commonly adopted by all teachers, especially language teachers. This method facilitates the teacher to interpret, explain and revise the content of a text-only for better understanding of the subject by the learners.

Interactive method

The faculty members make learning interactive with students by motivating student participation in group discussion, role-play, quiz contests, news analysis, educational games, etc.

ICT Enabled Teaching

- **ICT-enabled teaching includes Wi-Fi-enabled classrooms with**

LCD, Language Lab, Smart Classrooms, etc.

- Virtual classroom links are also being provided to the students to maintain continuity in lectures during the lockdown.
- The institution adopts modern pedagogy in line with emerging trends to enhance the teaching-learning process.
- The institution has the essential equipment to support the faculty members and students.
- Regular practical sessions, Online grammar tests, Use of LCD projectors for seminars and workshops, Productive use of educational videos,
- Accounting software, online trading is offered by the Department of Commerce.
- Communication skills training is provided to students during Language lab sessions. Software is effectively used to train students to acquire proficiency in listening, speaking, reading, and writing.
- The institution has installed Wi-Fi on the campus to support the educational activities of the inmates.

Group Learning Method

Group Learning allows slow learners to develop problem-solving, interpersonal, presentational, and communication skills to confirm quality in learning with Peer groups. Under group learning, heterogeneous groups of students comprising Fast, Average, and Slow learners are divided into groups of 5 to 10 members. Group Projects or Assignments are conducted by the B.Com, students under the group learning method.

The experiential/Laboratory method is used in science subjects to acquaint the students with the facts through direct experience individually. Students verify the facts and laws of the subject with the help of experiments.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	Nil

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

Today, it is essential for the students to learn and master the

latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with the traditional modes of instruction to engage students in long-term learning. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. The following tools are used by the Institute ICT Tools:

- Projectors- Projectors are available in different classrooms/labs.
- Desktop and Laptops- Arranged at Computer Lab and Faculty cabins all over the campus.
- Printers- They are installed at Labs, HOD Cabins, and all prominent places.
- Photocopier machines - Multifunction printers are available at all prominent places in the institute. There are four photostat machines available in the campus.
- Scanners- Multifunction printers are available at all prominent places.
- Seminar Rooms- seminar halls are equipped with all digital facilities.
- SmartBoard- Four smart board is installed on the campus.
- Online Classes through Zoom, Google Meet, Google Classroom)
- PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCDs and projectors.
- Online quiz- Faculties prepare an online test for students after the completion of each unit with the help of GOOGLE FORMS.
- Video Conferencing- Students have been counseled with the help of Zoom / Google meet applications.
- Video lecture- Recording of video lectures is made available to students for long-term learning and future referencing.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

2.3.3.1 - Number of mentors

28

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

2.4 - Teacher Profile and Quality

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

31

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

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

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

57

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

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

2.4.3.1 - Total experience of full-time teachers

605

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

2.5 - Evaluation Process and Reforms

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

There is a standard process of internal assessment in the college. According to the academic calendar, a student has to appear in a 1-unit test and submit 2 assignments. The schedule of the internal examination is decided by the examination committee. Faculty members are obliged to take the unit tests according to the date sheet prepared by the examination committee. The test copy of the unit test is shown to students for their observation and the students' performance is discussed in the classrooms. Records of unit tests and assignments are maintained by the faculty members.

For transparent and robust internal assessment, the following mechanisms are conducted

- Internal Examination Committee.
- Conduct of Examination
- Result display
- Interaction with students regarding their internal assessment.

The method of internal assessment helps the teachers to evaluate the students more appropriately. Due to internal assessment, the interest of the student towards learning has also been increasing.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

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

At the college level, an examination committee is constituted by the principal for the smooth conduction of internal examination (unit test). The end-semester examination is conducted by the university, and the students appear at the examination centers allotted by the university. The college strictly follows the guidelines and rules issued by the affiliating university while conducting internals and end-semester examinations. For conducting the internal assessment test, a department level coordinator/committee is constituted

- **One internal unit test is conducted each semester.**
- **Time table for the internal examination is prepared well in advance and communicated to the students.**
- **After evaluation of answer books, the same are shown to the students to check any discrepancy or doubt in checking. If they come across any doubts, clarification is given by the faculty members.**
- **By adopting the criteria as per the direction of affiliating university, complete transparency is maintained in internal assessment tests.**
- **Just after the preparation of the tentative internal assessment, one of the copies of the same is shared among students. Students are also given ample time to submit their objections regarding assessment.**
- **The final internal assessment marks (calculated on the basis of attendance, class test, and assignments) are uploaded on the university portal at the end of each semester.**

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

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

The course outcomes for the respective courses are updated on the college website. These outcomes duly state the objectives behind the course contents. The contents of the course are also discussed in a class-centric environment by the teachers and thus students are given an overview of the objectives to be achieved by the end of the semester. The introductory lectures at the beginning of the session are devoted to the said purpose and are part of lesson planning. The entire curriculum and subsequent pedagogy are designed keeping in view these stated outcomes. The link for the course outcomes is enclosed herewith.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.crmjatcollege.com/programcourse-outcomes-.html
Upload COs for all courses (exemplars from Glossary)	**No File Uploaded**

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

The institute has a system in place for measuring the levels of attainment of course outcomes, programme specific outcomes and programme outcomes.

Attainment of the Course Outcomes

The course outcomes are measured through the syllabus, completion of syllabus, continuous evaluation (internal evaluation).

At the Departmental level, the Heads of the Department and the teachers who are engaged in any class strive to complete the courses in time and in some cases, extra classes are conducted for the students who they identify as relatively average. The 75 per cent of compulsory attendance to qualify for writing the examination of the courses is adhered to, to ensure students participate in the class. The attendance is also tied with marks. Faculty members are also obliged to maintain the complete data of the students so that the teacher can keep apprising the student about their progress. The continuous evaluation is done through tests, written assignments, project work, oral presentations, fieldwork and so on. The end semester examination of every course is based on a written examination of three hours, the question paper of which is required to test the knowledge of the student from every unit prescribed for

study.

Attainment of the Programme Specific Outcomes

The programme specific outcomes are measured by taking the aggregate result of all courses in a given programme of an individual student, and then the average performance of all the students in a given programme.

Attainment of the Programme Outcomes

- At the Post Graduate and Undergraduate levels, the attainment of programme outcomes is measured through students' progress to higher studies, either in our own institution or in any higher educational institution in India or abroad.
- Another measurement of attainment is students' placement in companies and institutions.
- The feedback system of different stakeholders which is in place in the institution helps it to measure and reckon the attainment of the programme outcomes. Students' feedback systems provide information pertaining to the relevance of the course, availability of the course material, and the course's importance in terms of employability and so on which are pertinent questions and which help the institution measure its learning outcomes.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.crmjatcollege.com/programcourse-outcomes-.html

2.6.3 - Pass percentage of Students during the year

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

1002

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

2.7 - Student Satisfaction Survey

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

https://www.crmjatcollege.com/downloads/files/n5bd853bb81245.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

01

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

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

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

0

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

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

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

02

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

3.2 - Research Publications and Awards

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

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

07

File Description	Documents
Any additional information	[View File]()
List of research papers by title, author, department, name and year of publication (Data Template)	[View File]()

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

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

07

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

The college seeks to make difference to society through its social outreach programmes. 3 NSS Units, NCC Army Wing (Boys), NCC Army Wing (Girls), NCC Air Wing, Youth Red Cross and Women Cell of the college are actively engaged in sensitizing students towards their social responsibilities. College NSS Units undertake various programmes in the adopted villafe Gangwa, urban slums and college campus. These programmes include HIV AIDS Awareness programmes, Polio Immunization, Health Awareness programmes, Road Safety Rallies, Environment Awareness Rallies and Covid-19 Relief Campaigns. Youth Red Cross Unit organises Blood Donation Camps in collaboration with various Govt and Non-Govt organizations. The unit has received Voluntary Blood Donation Award for second consecutive year from Indian Red Cross Society for its commitment towards the cause. The volunteers also provided timely oxygen help to home quarantine patients during the pandemic. NCC Units have adopted Statues/Memorials of martyrs and Freedom Fighters and ensured their maintenance and cleanliness. They organise Swacchta Pakhwadas, Plantation Drives and other activities of social and environmental relevance. Women Cell of the College organizes interactive sessions and competitions to sensitize students for the cause of gender equality. It conducted medical check-up camp as part of Anaemia Free Hisar Campaign of District Administration. The students/volunteers/cadets have received various awards and appreciation letters for their dedication towards societal issues.

File Description	Documents
Paste link for additional information	https://www.crmjatcollege.com/activities-2020-21.html
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

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

06

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

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

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

30

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

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

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

Student Participation in 30 Activities (same as 3.3.3.1)

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

3.4 - Collaboration

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

03

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

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

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has adequate physical and academic facilities required as per University Grant Commission guidelines to run the different programs. The college campus area is 22 acres, 1 Kanal and 7 Marla, on which buildings have been constructed is 16187.4 sq. meter area. The various departments in Arts, Commerce, Science, Mathematics, Physical Education streams are located in separate blocks. The Classrooms, Laboratories, and Seminar Halls are ICT-enabled. Besides the building, the college has a spacious playground for sports activities. The college has cultivated an atmosphere that aims to provide ample opportunity for Extra-Curricular and support services organized by departments of the National Service Scheme (NSS) and National Cadet Corps (NCC). The college campus is neat and clean. A spacious garden with pavements and pavers on the campus is developed for students' service. Botanical Garden has also been developed to provide practical exposure for teaching and learning. Our institution also has an English language lab carrying 20 computers wherein ORELL software has also been installed to improve the students' English language.

- Classrooms: The college encompasses 70 well-furnished, well-ventilated, spacious classrooms out of which 9 classrooms are equipped with LCD projectors for conducting theory classes.
- Technology-Enabled learning facility: The College has four ICT-enabled Classrooms where the provision of Multimedia learning, smart boards, Wi-Fi connectivity, and internet access is available.
- Seminar Hall: The College has multiple seminar halls. These halls are regularly used for conducting national/international seminars at the college. The students are promoted for active involvement in paper presentations, group discussions, etc.
- Laboratories: All laboratories are well equipped with state-of-the-art equipment and facilities. All the laboratories are established as per UGC norms. These labs are utilized for conducting practical classes as per the requirements of the curriculum. Labs are also utilized for technology learning & training as a part of teaching contents beyond the syllabus. Labs have sufficient licensed software and open source tools to cater to the requirements of curriculum & industry-enabled teaching.
- Wi-Fi: The entire campus is Wi-Fi enabled with 24/7 internet facilities (available bandwidth 200 MBPS) for the students and staff. Internet facility is available in the whole campus

including labs, classrooms, library, offices of all Departments and hostels.

- **Central Library:** The library has 35125 books available covering all major fields of Commerce, Science, and Humanity. The library also has separate study spaces available for boys and girls. Multiple Resources such as newsletters, journals, reference books are available for students' self-learning at Central library.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

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

The Institute, with its compulsory Core Courses and the continuous evaluation scheme, integrates sports and extra-curricular activities as essential components. This is done not only for participation but also for the assessment of students. The college has adequate facilities for sports, games and cultural activities. CRM Jat College has two large playgrounds and one auditorium with provisions for multiple games, such as Athletics, Cricket, Football, Hockey, Kabaddi, Volleyball, Basketball, and Kho-kho, etc. Indoor and outdoor badminton courts and gymnasium are also available. The college has well-equipped assembly halls for organizing annual functions and cultural events wherein various cultural events are being organized. Facilities for outdoor and indoor sports and games that include badminton, carrom, table tennis, chess, gymnasium, and cultural activities also exist in the Girls' Hostel. Intra-college and inter-college games and sports competitions are organized regularly every year for students. Students are especially being trained for participation in Zonal and Inter-Zonal National Youth Festivals, Poster making competitions, science exhibitions, etc. organized by the Indian varsities/colleges, Non-Profit Organisations. CRM Jat College has excelled at these events by winning prizes and awards in individual and group events. The athletic meet is also being organized in the Institute every year. The college participates in different events like Plays, Mimes, Folk Dance, One-Act Plays, Street Plays, etc. in the university inter-collegiate, State, and National levels. The annual function is also celebrated in the college each year to mark the birth anniversary of Seth Shri Chhaju Ram Ji. For this participation, students of the

college are provided with experts' guidance in the college premises. A separate cultural committee is formed in the college which maintains the record of the same. Details of the Prizes won by students, Activities organized by the college, and Students' participation in various activities are enclosed herewith.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

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

74

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.crmjatcollege.com/smart-class-rooms.html
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

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

170195

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

4.2 - Library as a Learning Resource

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

CRM Jat College's Library is one of the oldest govt. aided degree college library in Hisar. It spreads in an area of 7352 sq ft. The library is located in a separate block building with mezzanine flooring situated very close to the main block. Details and images of the library are given in word document enclosed herewith

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.crmjatcollege.com/library.html

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

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

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

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

`0.045`

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

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

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

`15`

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

4.3 - IT Infrastructure

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

The college has developed IT facilities to meet the learning requirements of students and faculty. Some of the facilities are discussed below: -

Computer Lab: - The computer lab consists of 145 computers with Internet connectivity for the purpose of the students who opted for computer, mathematics, commerce, physics as part of their courses as well as for general purposes. All the required software as per the curriculum are installed and updated as and when required and the maintenance of the computers is done by the technicians as and when required.

English Language Lab:- One English Language Lab has been developed with 20 computers and the software required to train the students on revised grammar bits, phonetic pronunciation, phonetic transcription, and other English language skills. The college has also purchased ORELL software for this purpose.

Nine classrooms enabled with ICT facilities like a projector, a

personal computer attached with a projector. One video recording room is also used for the online learning environment. Physics lab, Botany Lab, Zoology Lab, and Computer Labs have projectors. The college has a well-equipped seminar hall enabled with ICT facilities like a projector, a personal computer attached with projector. In addition to projector and computer, seminar hall is equipped with mike, speakers and internet connection. The whole campus of the college has Wi-Fi facility with a speed of 10 Mbps. The computers and printers of the office and exam branch and Computer Labs are connected through LAN. The college website is monitored and updated from time to time by the Web Coordinator of the college. The computers of the college are connected with printers and scanners wherever required. The college has 2 multipurpose photocopy machines placed in the administrative block. There are 46 CCTV cameras installed in the entire campus area of the college to provide additional safety security to the students and the staff, for the prevention of untoward incidents on the campus. All the departments have computers, having Internet facility via Wi-Fi, and a leased line for smooth conduct of online classes. For maintenance (such as repairs/servicing of computers, Internet Wi-Fi networking, installation of software, and maintenance and up-gradation of hardware), all departments will approach the higher authorities and, repairs/servicing and up-gradation of computers are done accordingly. Software like Java, C, C++, SQL, and Tally is installed in computer labs Institute has upgraded the 100 Mbps Internet connectivity to 200 Mbps. The Internet Service Provider (ISP) Reliance provides Jio Wi-Fi connectivity with 10Mbps Internet Connectivity and Triple play service has also been availed for the offices.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.crmjatcollege.com/campus.html

4.3.2 - Number of Computers

193

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

4.3.3 - Bandwidth of internet connection in the Institution   `A. ? 50MBPS`

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

4.4 - Maintenance of Campus Infrastructure

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

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

`4160377`

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

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

Maintenance of Library Facilities: The books and journals are maintained against disfiguring. Bookbinding is carried out on regular basis for damaged books to avoid further damage. Stock verification is done as a part of regular monitoring and control. Pest control is done on regular basis for keeping books safe from termites. Library Committee has been constituted for looking after the following matters.

• Procurement of new books & renew of journals and recommendations for additional books.

• Updating and maintaining all library records.

• Addressing issues and grievances of users.

• Update and upgrade the library contents, periodically as per updates in curriculum

Computers: The institute has an adequate number of computers with internet connections and utility software. Computer systems, UPS, Software, and Servers are maintained by outsourced technicians, Lab Assistants, and Lab-In Charges. IT infrastructure is maintained by the head, IT Coordinator with the departmental coordinator.

Classrooms, Conference Hall: Classrooms and Seminar halls are provided with enough seating capacity and LCD projectors. Cleanliness of classrooms and seminar hall is maintained on regular basis. Working condition of the audio system, LCD projectors, etc. is done on regular basis.

Laboratory: Laboratories are regularly maintained by the Laboratory attendant. Records of types of equipment are maintained in the stock Register as per the process. Equipment are maintained properly, calibrated, and serviced periodically. Major breakdown maintenance if required is carried out by external agencies.

Maintenance of other support systems

- Housekeeping for regular cleanliness of corridors, washrooms, classrooms, laboratories, and premises is done by external agencies.
- Sanitizing of washrooms is done on regular basis.
- Greenery is maintained by the gardeners appointed by the college.
- Solar Panels and power backup facilities like Generators are maintained by the Internal Electrical maintenance department.
- Clean and hygienic drinking water is available in the Institute.
- Water coolers are maintained and cleaned on regular basis.
- Overhead water tanks and water coolers are cleaned periodically.
- The quality of drinking water is checked by measuring pH and Hardness.
- Sports facilities are maintained by the sports committee and the menial staff.

The below-mentioned points are inspected before the start of every semester.

- Classroom facilities such as lights and fans, LCD projector and sound system, availability of internet connections are inspected before the start of every semester.
- Working condition of computers, devices, and equipment is ensured.
- The working condition of machines in the laboratories is ensured.
- The cleanliness committee of the institute inspects the facilities like toilets, classrooms, corridors.
- The College administration supervises the cleanliness and hygiene in the canteen and monitors the food quality.
- The Library committee collects the specific needs of the students and staff.
- The sports committee ensures the availability of sports equipment and monitors the usage of the ground, courts, and indoor games facilities.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

342

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	[View File](#)
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

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

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

0

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

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

B. 3 of the above

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	[View File](#)

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

0

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

0

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

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

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

5.2.2.1 - Number of outgoing student progression to higher education

80

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

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

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

0

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

5.3 - Student Participation and Activities

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

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

3 (sports) (List of Student representation in cultural activities given at 5.3.3.1)

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

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

The institutional set up is democratic and facilitates students' representation and engagement in various committees:

1. Student Editors are involved in the various sections of College Magazine, Chandralekha. The student editors scrutinize and edit the articles for their respective sections.

2. Similarly, there are student editors for College Newsletter, Harvest Heap.

3. Team leaders and Camp Seniors are selected for NSS Camps and Annual Training Camps of NCC.

4. Internal Quality Assurance Cell also has a student representative and due weightage is given to the concerns of students.

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

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

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

participated during the year

7

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

5.4 - Alumni Engagement

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

The registration of Alumni Association is under process. However, the institution has set-up an Alumni Relations Cell through a Facebook Page. Approximately 1100 alumni of the college have joined this cell as of date. All the major initiatives taken by the institution and achievements are shared on this facebook page. The alumni of the institution have also subscribed the college YouTube Channel which keeps them in touch with the institutional activities. The alumni make philanthropic contributions in the form of water coolers, rooms etc for the development of institution.

File Description	Documents
Paste link for additional information	https://www.facebook.com/groups/417410575445602/?ref=share
Upload any additional information	No File Uploaded

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision of the institution is to be a benchmark in education through innovation and excellence.The mission of the institution is to provide a comprehensive training for true global citizenship, to make education accessible to the students with rural background, to provide affordable education to economically backward sections of the society and to create manpower to contribute meaningfully in every field. College Governing Body remains ready to help Principal, Faculty members and students to take all those decsions which are for the betterment of institution, on their own, and to develop solutions for solving various problems such as deciding the content of curriculum, controlling the budget, building of educational facilities, discipline policies, etc.

File Description	Documents
Paste link for additional information	https://www.crmjatcollege.com/members-of-governing-body.html
Upload any additional information	**No File Uploaded**

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

The institution is committed to decentralization and participative functioning. Various committees / cells comprising teachers from different departments are constituted for smooth functioning of the institution and to organise different academic and co-curricular activities. The seniormost member of each department acts as the head of department. Each department convenes separate meetings to discuss pedagogical plans and roadmap for the overall growth of students and institution at large. For participative management, the management represenative, faculty and student representatives form the core part of the IQAC team. Moreover, there are members from Local Society, Industry, Employer Nominee and other stakeholders who aid the decisionmaking.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategy Type

Details

Examination and Evaluation

The academic calender for conduct of examination and evaluation is prepared by GJUS&T. The college ensures that all examination related rules and regulations of the university are strictly followed. There is one midterm examination to be conducted in a semester by the institution and at the end of semester, end term examination and evaluation is conducted by the University. Under CBCS there is a mechanism of 80:20, in which evaluation for 80 marks is done through major examinations on semester basis and 20 marks are awarded on the basis of continuous evaluation through unit test, assignments, class attendance, class participation,etc.

Teaching and Learning

Teaching and learning has been organized through the academic calendar of the University. Student - centric learning is promoted through extensive use of ICT like smart class rooms, LCD projectors, etc. Seminars, conferences and extension lectures are organised to update the students' knowledge. List of Program/Course learning goals and outcomes are prepared by HOD which helps teachers to focus on the intended purpose of the curriculum and allow planning instructions to achieve the desired results in terms of knowledge, skills, and attitudes. Learning is promoted through various student-oriented activities like quiz competitions, declamation contests, and poster making competitions etc. Remedial classes, internal tests are conducted on a routine basis.

Curriculum Development

The college is affiliated to GJUS&T, Hisar. Subject curriculum is designed by distinguished academicians and experts nominated on Board of Studies and Research of University Teaching Departments so as to seek their advice for further improvements. The University intends to make its curricula job oriented and market acceptable. College Faculty members remain involved in curriculum restructuring/ revision/ syllabus development as member of Board of Study/Faculty. 1. Sh S S Dhillon (Member UG Board of Studies in Science and Engineering, GJUST, Hisar) 2. Sh S S Dhillon (Member Faculty of Physical Sciences, GJUST, Hisar). During this session the following faculty members acted as adhoc members of Board of Studies and Research:1. Sh. R.S. Dhanger (Member UG Board of Studies & Research in Political Science) 2. Ms. Meena Kumari (Member UG Board of Studies & Research in Mathematics)

Admission of Students

Haryana State has recently launched its ERP solution under IT plan with an objective to automate its frontend and backend processes. One of the modules of this ERP is online admissions. Not only the department but other stakeholders (like students) are being highly benefitted with the ERP. All admissions have been carried out online. Application Forms for admission are uploaded on the Admission portal of Department of Higher Education, Haryana.

Industry Interaction / Collaboration

The placement cell organizes workshops, training and awareness programmes where experts from industries are involved.PG Departments have formal/ informal linkages with

other institutions which are beneficial in completion of curriculum and trainings etc.

Human Resource Management

The College has provision of duty leave for faculty members to participate in different programmes for their academic development. Teachers are motivated to attend Orientation/ Refresher Courses/ Faculty Development Programmes/ Staff Training Courses for their professional development. Appropriate recognition to the students is specified for their outstanding achievements in academics, sports and cocurricular activities at the State, National and International levels.

Library, ICT and Physical

Infrastructure / Instrumentation

Library: College library has adequate space, furniture, reading chairs, tables, display racks, magazine racks etc. with total capacity of 110 readers. Total area of Library: Library34'x76' Career Corner34'x56 Girls Reading Room29'x46' Boys Reading Room45'x34' The library remains open all the working days from 09.00 to 16.00 hours. The library is equipped with 07 computers with internet connection, 01 barcode reader and library automation software (KOHA). The college library has a library advisory committee. Senior teacher of the college is Convener of the committee. The committee suggest about the infrastructural requirements for library and its maintenance and implement terms and conditions for purchase.

ICT: 70 class rooms are wifi enabled. All ICT related equipments are being purchased through the recommendation of Committee.

Physical infrastructure/instrumentation: The infrastructural development is an integral part of the college growth. Construction Committee is constituted to purchase, construct and maintain physical infrastructure. The college has considerable equipments in its various labs.

Research and Development

The College Library facilitates research oriented books, journals for research reference. The institute has WiFi enabled internet facilities for the fast access to online resources. The faculty members are encouraged to publish their research contributions in various National International Journals and conferences. The College support the departments financially to organize conferences/workshops of National and International levels. The college motivates the faculty members to attend such programmes and duty leave is sanctioned to attend Seminars/Workshops/Conferences.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

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

The college ensures efficient governance and management of college functioning through the policy of decentralization and participative management as evident from the administrative setup of the college shown in the organogram uploaded as a pdf file.

UGC regulates the minimum qualifications for appointment of teachers and other academic staff in colleges and other measures for the maintenance of standards in Higher Education. Being a government-aided college, all appointments in the college are made by the Directorate of Higher Education, Haryana as per the rules and regulations of UGC for appointment of Assistant/Associate professors by constituting a panel comprising subject experts, VC nominee, DGHE nominee, Principal of the college, representative of college management and minority representative. For recruitment of staff on temporary basis, the posts are duly advertised in the local newspapers and then selection is made through interview as per the norms of DGHE. Service rules of government of Haryana are applicable on all the employees.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	<u>View File</u>

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination　　　**C. Any 2 of the above**

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

6.3 - Faculty Empowerment Strategies

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

Teaching

Non-teaching

Students

1. CRM Jat College Teachers' Welfare Association Scheme: The Scheme is concerned with hazards that stand across the lifepath of its members. It provides monetary help (an amount equivalent to 15 salaries of senior most faculty member) to the dependent family in case of prematurely death of member of association.

2. Provident Fund and Gratuity

1.Residential accommodation.

2.Fee concession to children of the employees.

3.Provident Fund and Gratuity

4. Maternity Leave

Scholarships for meritorious students, Fee Concession on the basis of achievements & fanancial condition, facility for bus passes, Earn While You Learn Scheme for the students, Sport facilities for different types of games, SC/BC cell to monitor Govt. policies for the welfare of SC/BC students, reading room, computer labs facility, Grievances & Ragging Redressal Cell, Anti-Sexual harassment committee, incinerator and vending machine, ramp for differently abled students etc. There is a provision of maternity leave even for

the students.

3. Residential accommodation

4. Maternity Leave

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

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

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

0

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

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

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

03

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

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

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

27

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

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

Institution has a well-developed performance appraisal system both for teaching and non-teaching staff in the form of Annual Confidential Report (ACR) which is collected on regular basis at the end of each academic session. The ACRs are duly filled and signed by the concerned staff members which are scrutinized and assessed by the Principal and the President of College Managing Committee.

Teaching staff members also submit their scores for academic Performance Indicators(APIs) on prescribed format for promotion under Career Advancement Scheme. These scores based on teaching, examination and evaluation duties, administration responsibilities, student related activities and research activities are verified by the Coordinator of Internal Quality Assurance cell and Principal of the college.

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

6.4 - Financial Management and Resource Mobilization

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

Internal audit: Different committees are constituted to purchase required items for the smooth functioning of the college. Stock verification of various departments is conducted annually. The college has appointed a Bursar to scrutinize and audit college expenses regularly. All the financial documents are further scrutinized by the Chartered Accountant appointed by the college.

The external audit is conducted by government auditors appointed by the Directorate of Higher Education Department. External audit is generally done just after the completion of the financial year but due to the covid 19 pandemic, the collectiveexternal audit for the financial years 2018-19, 2019-20, 2020-21 took place on 21st Sept. 2021.

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

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

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

around 21 lakhs

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

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

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

Institute maintains & follows a well-planned process for the mobilization of funds and resources. The process involves various committees of the institute as well as Accounts office. Institute has designed some specific rules for the funds usage and utilization of resources.

- **The student Tuition fee is the major source of funds inflow for the institute.**

- **The management provides need-based funds to the college.**

- **Various government and non-government agencies sponsor events like seminars and workshops.**

- **Retired faculty members donate items like water coolers, fans etc.**

- **Sponsorships are sought from individuals and corporate for cultural events and fests.**

Utilization of Funds

- **The purchase committee seeks quotations from vendors for the purchase equipment, computers, books, etc.**

- **The quotations are scrutinized by the purchase committee before a final decision is made based on parameters like pricing, quality, terms of service, etc.**

- The Principal and purchase committee along with the accounts department ensure that the expenditure lies within the allotted budget. The intervention of the management is sought in case the expenditure exceeds the budget.

Resource Mobilization Policy and Procedure

- Just after the collection of students' fee, it is further segregated among various heads such as Amalgamation, R.K. Fund etc.. Availability of funds under each head is taken as the maximum amount to be spent (budget) for the respective purpose.

- The institutional budget includes recurring expenses such as salary, electricity and internet charges, stationery & other maintenance costs.

- It includes planned expenses such as lab equipment purchases, furniture, and other development expenses.

- The budget is scrutinized by the Accounts department and Purchase department monitor whether expenses are exceeding budget provision.

- Statutory auditors are also appointed who certify the financial statements in every financial year. The grants received by the college are also audited by certified auditors.

Optimal utilization of resources

- The college aims at promoting research, development, consultancy and such other activities, involving the faculty at various levels.

- The faculty, who exhibits initiative and receive substantial grants for R&D works or for strengthening the infrastructure in the institute would be encouraged and will receive special commendation.

- Effective utilization of infrastructure is ensured through the appointment of adequate and well-qualified lab technicians & system administrators.

- **The optimal utilization is ensured through encouraging innovative teaching-learning practices.**

- **The available physical infrastructure is optimally utilized beyond regular college hours, to conduct remedial classes, co-curricular activities/extra-curricular activities, parent-teacher meetings.**

- **The college infrastructure is utilized as an examination centre for Government examinations/University Examinations.**

- **Library functions beyond the college hours for the benefit of students, faculty, and alumni.**

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

6.5 - Internal Quality Assurance System

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

The following initiatives were taken by the IQAC for institutionalizing the quality assurance strategies and processes:

1) Conducted a number of events including ICT training for non-teaching staff members and workshop for housekeeping staff. 2)Organised online symposium on New Education Policy and online seminar on the topic"Legend and Legacy: Remembering Seth Chhaju Ram Chaudhary". 3) Strengthened e- goverance in college administration by updating college website regularly and by providing payment gateway for enabling students to transact anywhere anytime. 4) Maintained Performance Appraisal system for teaching staff by submission of API scores on a prescribed format at the end of each academic session 5) The process of RFID based library automation was initiated.

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

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

The institution adopts formal and informal procedures to review the teaching-learning process in the deliberations and discussions at the departmental level and during meetings of the Staff Council, Advisory Committee, and IQAC. Regular feedback from students helps in further improvement. Every problem raised or suggestion made by the students is taken into account and the experts are consulted to analyze the situation and to suggest remedies.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

D. Any 1 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

To achieve the aim of women empowerment and promote gender equity, the college has adopted following measures:

1. **Women Cell:** A Women Cell, comprised of three female teachers, organizes counseling sessions, interactive talks and other such events to sensitize girl students towards their rights and roles in the society. It celebrates important days and events to strengthen the discourse of gender equality.

2. **Internal Complaint Committee/Anti-Sexual Harassment Committee:** The said committee is comprised of faculty members, representatives from NGO and legal consultant. It addresses the grievances of girl students and female employees and ensures gender based justice.

3. **Common Room Facility:** Separate Common Room Facility is available for girls.

4. **Girls Hostel:** The institution has a separate girls hostel with a capacity of 31 rooms.

5. **Safety and Security:** The institution has its own security service in the form of guards hired through an agency. Moreover, the Govt. of Haryana has initiated special security measures for girl students in the Higher Education Institutions by deputing "Durga Shakti" (female police personnels) in the colleges.

During the session 2020-21, the institution organized following activities to foster gender sensitivity:

1. An 'Online Intra-College Poetry Recitation Competition' was organized on September 05, 2020 by the Women Cell. Total 16 videos were received for the competition.
2. An Inter-college Thali Decoration Competition was organized by the Women Cell to celebrate 'Navratri Festival' in October 2020. Total 37 entries were received from different colleges for the competition.
3. A medical team associated with 'Anaemia Free Hisar Campaign' started under the supervision of District Administration, Hisar visited the college on Jan 16, 2021 for examining the HB-level of female students and staff members. Diet Charts and medicines were suggested to the students and staff members having low HB-level.
4. One Day Workshop on the topic 'Give Yourself a Makeover' was organized by the Women Cell on Feb 18, 2021.
5. Department of Geography organized a Public Exhibition on the theme 'From Veil to Wings: Status of Women in Haryana' on the occasion of International Women's Day on March 08, 2021.
6. Department of English organized an Extension Lecture on the topic 'Literature and Gender' on March 05, 2021. Prof. Sunita Siroha from Department of English, Kurukshetra University, Kurukshetra delivered this lecture.

File Description	Documents
Annual gender sensitization action plan	https://www.youtube.com/watch?v=SviZ_Tp8REA&list=PL4_UH6vBDWnIQ-2g_MGnWIXVP6xS6TUZx&index=4
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Mentioned in 7.1.1

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy

C. Any 2 of the above

Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

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

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

The college has made efforts to manage the differrent kinds of waste at the institutional/source level. For solid waste management, Blue - Green dustbins sets worth capacity 480 ltrs have been installed at three main spots in the college for the purpose of waste segregation. The college has launched its Composting Section with two large compost pits sheltered with Compost Hut. Degradable waste is disposed to these pits in order to convert it in manure which is subsequently used in the college gardens/lawns. The launch of Composting Section was acknowledged by the Ministry of Housing and Urban Affairs, Govt of India on its twitter handle, Swacch Sarvekshan 2021. Liquid Waste from the water coolers is collected in a large underground tank and used subsequently for watering the Circle Kabbadi Ground. As for E-waste, the college makes optimal use of dysfunctional computer equipments through repair, reuse or reassembling. The hardware which cannot be reused or recycled is disposed off. The institution however intends to sign MoU with relevant agencies for the management of E-waste in the coming years.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance   **C. Any 2 of the above**

of water bodies and distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **D. Any 1 of the above**

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

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	**No File Uploaded**

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

C. Any 2 of the above

5.

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

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

Institutional Measures for the Promotion of Inclusive Environment: The institution provides equal opportunity to students from all sections of society irrespective of their religion, creed and caste. The college caters higher education to the students of diverse economic backgrounds. The major in-flow of students in the college is from rural areas. Students are given many facilities such as fee concession, scholarships for meritorious and reserved category students, bus pass facility, girls hostel etc. Admissions are made strictly on the basis of reservation policy.

Activities (2020-21):

The institution has organised certain activities during the session to promote inclusive environment. Ek Bharat Shrestha Bharat Unit and NCC Air Wing organised an interactive session on the topic "Sardar Patel and National Integration" on the eve of National Unity Day to commemorative the birth anniversary of Sardar Vallabhbhai Patel. A

video was uploaded on the college YouTube Channel by Ek Bharat Shrestha Bharat Unit to foster the sentiment of communal harmony and national unity. (URL: https://www.youtube.com/watch?v=pEimIM4AL2U).

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

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

In order to sensitize students and employees towards their constitutional obligations and duties, the institution observed constitutionally important days and organized following events :

1. **National Constitution Day was celebrated on November 26, 2020. Dr. Saroj Malik, Associate Professor of Political Science, delivered an online lecture on Indian Constitution.**
2. **11th National Voters Day was celebrated by the college NCC and NSS Units on Jan 25, 2021. A 'Pledge Ceremony' was organized by the Women Cell to make the students aware about their voting rights.**
3. **Under the aegis of the Department of Higher Education, Haryana, the college organized an Essay Writing Competition on the topic "Right to Information" on February 26, 2021. 46 students participated in the competition.**
4. **Department of Political Science organized an Online Quiz on the topic "Indian Poltics and Indian Constitution" on March 02, 2021.**
5. **50 volunteers of Youth Red Cross & Red Ribbon Club participated in an event organized by Haryana State Commission for the Protection of Child Rights on March 05, 2021.**

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View File](#)
Any other relevant information	[View File](#)

7.1.10 - The Institution has a prescribed code of conduct for students, teachers,   **B. Any 3 of the above**

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

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

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

The institution celebrated following commemorative days, events and festivals during the session 2020-21:

1. **On July 26, 2020, NCC Army Wing (Girls) cadets participated in Kargil Vijay Diwas Online Celebrations.**
2. **On August 15, 2020, 36 NCC Cadets participated in Independence Day Parade at Mahabir Stadium, Hisar**
3. **On August 19, 2020, International Youth Day was celebrated by Youth Red Cross & Red Ribbon Club.**
4. **On November 23, 2020, NCC Army Wing (Girls) cadets participated in various activities to celebrate NCC Day.**
5. **On November 28, 2020, the institution celebrated Seth Chhaju Ram Jayanti Samaroh. Hawan Ceremony and an Online Seminar were organized on this occasion.**
6. **On December 06, 2020, NCC cadets undertook the activity of cleaning the statues of martyrs and freedom fighters to commemorate Vijay Diwas.**
7. **On January 23, 2021, NSS volunteers celebrated Prakaram Diwas in the college campus.**
8. **On January 26, 2021, 49 NCC cadets participated in Republic Day Parade at Mahabir Stadium, Hisar.**

9. On Feb 28, 2021, Department of Mathematics and Department of Botany organised competitions to celebrate National Science Day.
10. On March 08, 2021, International Women's Day was celebrated by NCC Army Wing (Girls) Unit by organizing a poster making and slogan writing competition. Geography Department organized a Public Exhibition to commemorate the day.
11. On March 12, 2021, Department of History & Ek Bharat Shreshtha Bharat Unit of college organized an interactive session/lecture to celebrate Aazadi Ka Amrit Mahotsva.
12. On March 22, 2021, Nature Interpretation Centre organized poster-making and sketching competition to observe World Water Day.
13. On May 31, 2021, NCC Air Wing Cadets participated in Poster Making Competition to observe World No Tobacco Day.
14. On June 05, 2021, NCC Air Wing cadets participated in a webinar titled "Clean Environment: Time to Act" organized on the occasion of World Environment Day. A Photography Competition was organized by the Department of Botany on this occasion. 33 cadets of NCC Army Wing (Girls) planted saplings to mark the day.
15. On June 21, 2021, International Yoga Day was celebrated by NSS volunteers and NCC cadets from their respective homes.

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

7.2 - Best Practices

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

INSTITUTIONAL BEST PRACTICES

Best Practice-I

Title of the Practice: Social Outreach Programmes/Activities

The institution has been striving forward to contribute to the welfare of society through its social outreach programmes and activities. Representing various institutional units such as NCC, NSS and Youth Red Cross, the volunteers and cadets involve themselves into the enterprises of selflessness. These units seek to spread the word of awareness in the society and work at ground level to make an actual difference in society.

Objectives of the Practice:

·   To retain the legacy of 'giving back to society' as propagated by Seth Chhaju Ram Chaudhary, the founder of the institution.

·   To materialize the far-reaching effects/outcomes of education.

·   To imbibe the spirit of community service and social welfare amongst students.

·   To save lives through voluntary blood donation.

·   To raise awareness on important issues through social awareness programmes.

The Context:

The aim of education is to train students in such a manner that they take the learning beyond the walls of classroom and make selfless contribution to society. The institution is guided by a similar spirit advanced by the founder of the institution, Seth Chhaju Ram Chaudhary who brought immense change in society through his philanthropic deeds. The institution considers it one of its utmost responsibilities to promote the vision and ideology of its guiding force. Precisely to serve this objective, due attention is given to social outreach programmes and initiatives which are undertaken by the volunteers/cadets under the guidance of Programme Officer/Counsellor/NCC Officer.

The Practice:

3 NSS Units, NCC Army Wing (Boys), NCC Army Wing (Girls), NCC Air Wing, Youth Red Cross and Women Cell of the college are actively engaged in sensitizing students towards their social responsibilities. College NSS Units undertake various programmes in the adopted village Gangwa, urban slums and college campus. These programmes include HIV AIDS Awareness programmes, Polio Immunization, Health Awareness programmes, Road Safety Rallies, Environment Awareness Rallies and Covid-19 Relief Campaigns. Youth Red Cross Unit organises Blood Donation Camps in collaboration with various Govt and Non-Govt organizations. The volunteers also provided timely oxygen help to home quarantine patients during the pandemic. NCC Units have adopted Statues/Memorials of martyrs and Freedom Fighters and ensured their maintenance and cleanliness. They organise Swacchta Pakhwadas, Plantation Drives and other activities of social and environmental relevance. Women Cell of the College organizes interactive sessions and competitions to sensitize students for the cause of gender equality. It conducted medical check-up camp as part of Anaemia Free Hisar Campaign of District Administration.

Evidence of Success:

·   NSS Unit was awarded "Social Achievement Award" by Lok Nirman NGO in 2018.

·   NSS Unit was awarded as Best NSS Unit in the State NSS Award Program held at GJUS&T, Hisar on September 28, 2018.

?   Dr. Rajpal, NSS Programme Officer, was awarded as Best Programme Officer in the State NSS Award Program held at GJUS&T, Hisar on September 28, 2018.

?   The institution received Voluntary Blood Donation Award (Educational Institutions) from Indian Red Cross Society for the session 2020-21.

?   Youth Red Cross volunteers Ravi Jakhar, Sonu and Gurmesh received Certificate of Appreciation from Indian Red Cross Society for their contribution in the field of Blood Donation during the pandemic.

?   NCC Officer Capt. Suresh Kumar was awarded by District Administration, Hisar during the session 2020-21 for his contribution as a Corona Warrior.

Problems Encountered and Resources Required:

·   Encountering the myths around the blood donation.

·   Getting the students out of their initial inhibitions to work on the ground level.

·   Dialogue with less receptive or opinionated persons during the awareness programmes/rallies.

Best Practice-II

Title of the Practice: Financial Aid to the Deserving Students:

Many students seek admission from the rural areas with low economic back ground. Their parents are unable to provide them a sustained financial support because agriculture, being a source of uncertain income, is the main source of livelihood to a majority of the people in Haryana.

Objectives of the Practice:

·   To extend financial aid to the poor students, especially from the rural background, to save them from discontinuation of their studies owing to poverty.

·   To support financially all the deserving poor students without any discrimination of caste, creed or gender.

·   To promote the 'equality' among the students.

·   Scholarships and Fee concession to Sports achievers, SC/ST students, students achieving academic excellence.

The Context:

Sending children to the city for higher education becomes almost impossible for the poor parents in the rural areas, in the context of higher education demanding higher amounts of money. Though, sometimes, they do venture to admit their children to colleges in the city, they are unable to give sustained financial support throughout the course of study because agriculture, being a source

of uncertain income, is the main source of livelihood to a majority of the people in Haryana. So, it is evident that without financial support from an external source, the rural youth cannot hope to successfully complete their higher studies.

The Practice:

Fee Concession Committee is constituted. Committee asks aspirants to send parents tax return transcripts, sibling's college registration forms, proof of income or other supporting documentation etc. This illustrious institution, true to its legacy of pro poor student attitude since its inception, has taken a firm resolve to extend all possible financial support to the deserving students and help them to realize their fond dream of acquiring higher education. The financial support is extended to all the deserving poor students without any discrimination of caste, creed or gender. The students whose parents do not have fixed reasonable source of income are eligible for the aid. A duly constituted committee of senior teachers scrutinizes the applications received from the aspirants for fee concession. It finalizes the list of eligible students for the Fee concession after due verification of the documentary evidence enclosed and strictly following the guidelines framed for the purpose, and submits the same to the Principal for sanctioning the actual amount of the aid.

Evidence of Success:

A good numbers of rural students have successfully completed their higher studies without facing financial hurdles due to the financial aid/concession given by the institution.

Problems Encountered and Resources Required:

·   The noble objective had challenges in its designing and implementation.

·   Pooling up of the required resources is a tough task.

·   Verification of the financial background of the aspirants is yet another challenge.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

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

The institution claims distinctiveness in terms of Social Outreach Programmes. Social awareness rallies on various issues such as blood donation, gender sensitization, drug abuse, cleanliness and traffic rules awareness manifest the intent of the institution in terms of social transformation. The vision has always been to contribute to the welfare of society at large and materialize the far-reaching effects/outcome of education. NSS Units, NCC Army Wing (Boys), NCC Army Wing (Girls), NCC Air Wing, Youth Red Cross and Women Cell of the College are actively involved in sensitizing the students/volunteers/cadets towards the issues of social relevance. Deriving the spirit of 'giving' from Seth Chhaju Ram Ji (the founder of the institution), the college has worked immensely in the domain of voluntary blood donation. Organising Mega Blood Donation Camp on the occasion of Shahidi Diwas (the Martyrdom Day of Bhagat Singh, Rajguru & Sukhdev) has been a major highlight of the Institution's annual calendar for around a decade now. For its commitment towards the cause, the college has received awards and recognitions from Indian Red Cross Society and other Non-Government Organisations.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Our college is affiliated with Guru Jambheshwar University of Science & Technology, Hisar, so we follow the curriculum designed by the varsity only. At the beginning of the academic session, the college prepares the academic calendar which consists of curricular, co-curricular, and extracurricular activities for effective implementation and delivery of the curriculum. We undertake the following measures for effective delivery of the university curriculum at the college level

- There is a faculty-wise timetable committee that prepares the timetable as per workload for the academic session.
- A comprehensive teaching plan is prepared by every department and teacher which includes the delivery of lectures, tutorials, and practicals.
- The Principal addresses the newly admitted students in the "Induction/orientation Program". This program orients the students about facilities and welfare schemes available, code of conduct and discipline, add-on courses, and extra-curricular activities.
- The faculty members take a few lectures on the introduction of the curriculum.
- Unit Tests are conducted periodically and their results are displayed and discussed with the students in the classroom.
- Periodical meetings of Head of the Departments are held with the Principal to take review and discuss the curriculum delivery.
- Intra-departmental meetings for the review of the teaching, planning of unit tests, seminars, etc. are also conducted.
- Assignments, seminars, and projects are given to the students under the supervision of the faculty.
- Guest lectures of eminent faculty members from other institutions are arranged to give exposure to the current trends and the latest subject knowledge.
- ICT is used for effective teaching by the teachers of various departments.
- The departments organize study tours and field projects for students' exposure to practical knowledge.
- The faculty members encourage the students to read the

  - reference books and make use of magazines and newspapers available at the college library to update and enhance their subject knowledge.
  - Remedial coaching is given to slow learners and the merit mission concept is implemented for advanced learners. Additional facilities such as extra book issues and personal counseling are provided to slow and advanced learners.

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

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

Before the commencement of each semester, University notifies an academic calendar for all the programs, which contains the date of commencement, last working day of the semester, practical examination schedule, and dates for semester-end examinations. CRM Jat College follows the calendar issued by the University strictly and plans all its activities including the conduct of Continuous Internal Evaluation (CIE). Internal Assessment tests (IA), assignments, quizzes, and seminars are part of the Continuous Internal Evaluation (CIE) of students.

There is a well-defined process for the conduct of CIE as per the institute's calendar of events which includes details like the total number of working days and holidays, house examination dates, dates for the Institute's flagship programs, workshops, and other co-curricular and extra-curricular activities. All activities are conducted in adherence to the calendar of events except unforeseen circumstances. Department heads closely supervise and monitor the completion of the syllabus as per the academic calendar prepared by the varsity.

  - The internal assessment test timetable prepared by the examination committee is published to stakeholders and conducted as per the schedule.
  - Evaluation of answer sheets and students' attendance in the lecture are carried out by respective Course Instructors.
  - Continuous evaluation and assessments are also done for laboratory courses, project work, seminars, and

- internships.
- Conduction of laboratory experiments and viva, Submission of records are the major components of laboratory course evaluation. As per the laboratory rubrics, the internal test is conducted at the end of the semester.

The Principal, through the academic committee meetings, frequently reviews the semester's progress and provides suitable suggestions. In case of revision of the academic calendar by the university, the institute incorporates the necessary changes accordingly.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	https://www.crmjatcollege.com/syllabus-.html

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

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

1.2 - Academic Flexibility

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

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

8

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

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

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

2

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

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

1608

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

1608

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

1.3 - Curriculum Enrichment

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

The institution runs the courses in Arts, Commerce, and Science stream. The curriculum is designed by the Guru Jambheshwar University of Science & Technology, Hisar which includes various topics/chapters covering cross-cutting issues relevant to Gender, Environment & Sustainability, Human Values, and Professional Ethics.

Environmental study is a compulsory subject for all undergraduate first-year students. Similarly, Cross-cutting issues relevant to Gender, Human Values, and Professional Ethics are covered in the prescribed syllabi of varsity in various subjects in the form of topics, chapters, poems, and co-curricular activities, especially in the domain of literature, humanity, and social sciences.

Environment and Sustainability

As far as Environment and Sustainability related issues are concerned, the students got the knowledge of environmental studies in the first year of their degree program. The institution took care to inculcate values related to the environment and sustainability through various practices and programs under NSS and NCC. Besides this, the departments conduct the following activities in every academic session: -

- Botany and Zoology departments keep organizing the poster-making competitions, Bio Rangoli, Plantation Photography.
- The geography department regularly organizes various competitions such as Poster making, Geo Rangoli, Collage making, Slogan writing on environmental issues, Quiz, etc. Besides this, Students' visits to the meteorological station, Kisan Mela, HARSAC, etc. are also organized by the department as and when possible.
- NSS and NCC Units conduct Tree Plantation, Beti Bachao, Beti Padao, Rashtriya Ekta Diwas Celebration, Swatch Bharat Abhiyan, Voters' Day and keep raising their concerns on multiple social menace exits in the Indian society.
- A distillation unit has also been established in the department of botany.
- Gender Equity The prose, poetry and other chapters in certain courses addressed issues related to gender sensitivity and equity. Additionally, the women cell of our institute organizes special programs on gender equality and

sensitization such as self-defense training for girls, motivational lectures by elite personalities.

As per the directions of the Haryana government, Complaint Cell has been constituted for the Redressal of complaints about sexual harassment. The Internal Complaint Cell is involved in the prevention, prohibition, and redressal of the complaints regarding sexual harassment of women employees and students and conducted an awareness campaign. The following programs are organized.

- Blood Donation Camp is regularly organized.
- NCC's coursework also includes Disaster management so that the students get familiar with their social responsibility.
- NSS unit is very active and regularly arranged social and cultural activities in the college and adopted villages. Professional Ethics Ethical practices such as truthful information, facts, and unprejudiced approach are taught in the content of syllabus and certificate courses.
- Career Guidance and Placement Cell keeps organizing extension lectures covering topics in accordance with the requirements of the industry.

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

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

2

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

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

44

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**D. Any 1 of the above**

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

1.4.2 - Feedback process of the Institution may be classified as follows	**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://www.crmjatcollege.com/downloads/files/n5bd853bb81245.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

2378

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

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

938

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

Identification of Advanced and Slow learners

To identify advanced and slow learners, we conduct a "student induction/Orientation" program i.e. Principal's Address. Through this event, students are introduced to teaching-learning and evaluation programs, college discipline, various academic and other schemes along with development and achievements of the college, students? support services. As early as possible, we identify slow and advanced learners amongst the students through classroom discussion, question and answer method, by considering their subject knowledge and previous year?s performance, From the second year onwards; we consider their performance in the classroom and the university examinations. The academic performance of the students helps in identifying the slow and advanced learners.

Scheme for slow learners

- To enhance their performance the college conducted remedial coaching. Extra coaching is provided in respective subjects.
- Problem-solving sessions and additional tutorials are conducted for weak students.
- The students are also given extra books from the departmental library.
- To improve the confidence level of the students, confidence-building lectures are arranged. Some faculty members guide the students personally as well as they are also encouraged to discuss their problems.
- Extra time is allotted to slow learners to complete tasks such as reading, problem-solving, and analysis of the experiment.
- Extra reading material is provided to improve basic understanding of the subject and efforts are also being made to upload video lectures on YouTube for students to

review to understand difficult concepts.

- Encouraging them to study courses on developing soft skills to have good command over the language.

Schemes for advanced learners

- Students are encouraged to make research contributions in their major project at the PG level and are also encouraged to publish their results in journals and also present it at National and International Conferences.
- Students are encouraged to participate in summer research fellowship programs at prestigious research institutes and laboratories.
- Earn while you learn provision has been made for UG, PG students in the Institute.
- Students are encouraged to help slow learners in their classes and in junior classes.

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

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

Number of Students	Number of Teachers
4850	**137**

File Description	Documents
Any additional information	[View File]

2.3 - Teaching- Learning Process

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

Teaching-learning methods adopted by the faculty members include Lecture Method, Interactive Method, Project-based Learning, Computer-assisted Learning, Experiential Learning, etc. The Teaching-learning activities are made effective through illustration and special lectures. To acquire first-hand knowledge on the subjects and current practices students are engaged in a field study. Lessons are taught through Powerpoint

presentations to make learning interesting besides oral presenting methods.

Lecture method

This conventional method is commonly adopted by all teachers, especially language teachers. This method facilitates the teacher to interpret, explain and revise the content of a text-only for better understanding of the subject by the learners.

Interactive method

The faculty members make learning interactive with students by motivating student participation in group discussion, role-play, quiz contests, news analysis, educational games, etc.

ICT Enabled Teaching

- ICT-enabled teaching includes Wi-Fi-enabled classrooms with LCD, Language Lab, Smart Classrooms, etc.
- Virtual classroom links are also being provided to the students to maintain continuity in lectures during the lockdown.
- The institution adopts modern pedagogy in line with emerging trends to enhance the teaching-learning process.
- The institution has the essential equipment to support the faculty members and students.
- Regular practical sessions, Online grammar tests, Use of LCD projectors for seminars and workshops, Productive use of educational videos,
- Accounting software, online trading is offered by the Department of Commerce.
- Communication skills training is provided to students during Language lab sessions. Software is effectively used to train students to acquire proficiency in listening, speaking, reading, and writing.
- The institution has installed Wi-Fi on the campus to support the educational activities of the inmates.

Group Learning Method

Group Learning allows slow learners to develop problem-solving, interpersonal, presentational, and communication skills to confirm quality in learning with Peer groups. Under group learning, heterogeneous groups of students comprising Fast, Average, and Slow learners are divided into groups of 5 to 10

members. Group Projects or Assignments are conducted by the B.Com, students under the group learning method.

The experiential/Laboratory method is used in science subjects to acquaint the students with the facts through direct experience individually. Students verify the facts and laws of the subject with the help of experiments.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	Nil

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

Today, it is essential for the students to learn and master the latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with the traditional modes of instruction to engage students in long-term learning. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. The following tools are used by the Institute ICT Tools:

- Projectors- Projectors are available in different classrooms/labs.
- Desktop and Laptops- Arranged at Computer Lab and Faculty cabins all over the campus.
- Printers- They are installed at Labs, HOD Cabins, and all prominent places.
- Photocopier machines - Multifunction printers are available at all prominent places in the institute. There are four photostat machines available in the campus.
- Scanners- Multifunction printers are available at all prominent places.
- Seminar Rooms- seminar halls are equipped with all digital facilities.
- SmartBoard- Four smart board is installed on the campus.
- Online Classes through Zoom, Google Meet, Google Classroom)
- PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCDs and projectors.
- Online quiz- Faculties prepare an online test for students

> after the completion of each unit with the help of GOOGLE FORMS.
> - Video Conferencing- Students have been counseled with the help of Zoom / Google meet applications.
> - Video lecture- Recording of video lectures is made available to students for long-term learning and future referencing.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

2.3.3.1 - Number of mentors

28

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

2.4 - Teacher Profile and Quality

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

31

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

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

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

57

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

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

2.4.3.1 - Total experience of full-time teachers

605

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

2.5 - Evaluation Process and Reforms

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

There is a standard process of internal assessment in the college. According to the academic calendar, a student has to appear in a 1-unit test and submit 2 assignments. The schedule of the internal examination is decided by the examination committee. Faculty members are obliged to take the unit tests according to the date sheet prepared by the examination committee. The test copy of the unit test is shown to students for their observation and the students' performance is discussed in the classrooms. Records of unit tests and assignments are maintained by the faculty members.

For transparent and robust internal assessment, the following mechanisms are conducted

- Internal Examination Committee.
- Conduct of Examination
- Result display
- Interaction with students regarding their internal assessment.

The method of internal assessment helps the teachers to evaluate the students more appropriately. Due to internal assessment, the interest of the student towards learning has also been increasing.

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

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

At the college level, an examination committee is constituted by the principal for the smooth conduction of internal examination (unit test). The end-semester examination is conducted by the university, and the students appear at the examination centers

allotted by the university. The college strictly follows the guidelines and rules issued by the affiliating university while conducting internals and end-semester examinations. For conducting the internal assessment test, a department level coordinator/committee is constituted

- One internal unit test is conducted each semester.
- Time table for the internal examination is prepared well in advance and communicated to the students.
- After evaluation of answer books, the same are shown to the students to check any discrepancy or doubt in checking. If they come across any doubts, clarification is given by the faculty members.
- By adopting the criteria as per the direction of affiliating university, complete transparency is maintained in internal assessment tests.
- Just after the preparation of the tentative internal assessment, one of the copies of the same is shared among students. Students are also given ample time to submit their objections regarding assessment.
- The final internal assessment marks (calculated on the basis of attendance, class test, and assignments) are uploaded on the university portal at the end of each semester.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

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

The course outcomes for the respective courses are updated on the college website. These outcomes duly state the objectives behind the course contents. The contents of the course are also discussed in a class-centric environment by the teachers and thus students are given an overview of the objectives to be achieved by the end of the semester. The introductory lectures at the beginning of the session are devoted to the said purpose and are part of lesson planning. The entire curriculum and subsequent pedagogy are designed keeping in view these stated outcomes. The link for the course outcomes is enclosed herewith.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.crmjatcollege.com/programcourse-outcomes-.html
Upload COs for all courses (exemplars from Glossary)	**No File Uploaded**

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

The institute has a system in place for measuring the levels of attainment of course outcomes, programme specific outcomes and programme outcomes.

Attainment of the Course Outcomes

The course outcomes are measured through the syllabus, completion of syllabus, continuous evaluation (internal evaluation).

At the Departmental level, the Heads of the Department and the teachers who are engaged in any class strive to complete the courses in time and in some cases, extra classes are conducted for the students who they identify as relatively average. The 75 per cent of compulsory attendance to qualify for writing the examination of the courses is adhered to, to ensure students participate in the class. The attendance is also tied with marks. Faculty members are also obliged to maintain the complete data of the students so that the teacher can keep apprising the student about their progress. The continuous evaluation is done through tests, written assignments, project work, oral presentations, fieldwork and so on. The end semester examination of every course is based on a written examination of three hours, the question paper of which is required to test the knowledge of the student from every unit prescribed for study.

Attainment of the Programme Specific Outcomes

The programme specific outcomes are measured by taking the aggregate result of all courses in a given programme of an individual student, and then the average performance of all the students in a given programme.

Attainment of the Programme Outcomes

- **At the Post Graduate and Undergraduate levels, the attainment of programme outcomes is measured through students' progress to higher studies, either in our own institution or in any higher educational institution in India or abroad.**
- **Another measurement of attainment is students' placement in companies and institutions.**
- **The feedback system of different stakeholders which is in place in the institution helps it to measure and reckon the attainment of the programme outcomes. Students' feedback systems provide information pertaining to the relevance of the course, availability of the course material, and the course's importance in terms of employability and so on which are pertinent questions and which help the institution measure its learning outcomes.**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.crmjatcollege.com/programcourse-outcomes-.html

2.6.3 - Pass percentage of Students during the year

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

1002

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

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution

may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.crmjatcollege.com/downloads/files/n5bd853bb81245.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

01

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

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

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

0

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

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

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

during the year

`02`

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

3.2 - Research Publications and Awards

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

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

`07`

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

`07`

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

The college seeks to make difference to society through its social outreach programmes. 3 NSS Units, NCC Army Wing (Boys), NCC Army Wing (Girls), NCC Air Wing, Youth Red Cross and Women Cell of the college are actively engaged in sensitizing students towards their social responsibilities. College NSS Units undertake various programmes in the adopted villafe Gangwa, urban slums and college campus. These programmes include HIV AIDS Awareness programmes, Polio Immunization, Health Awareness programmes, Road Safety Rallies, Environment Awareness Rallies and Covid-19 Relief Campaigns. Youth Red Cross Unit organises Blood Donation Camps in collaboration with various Govt and Non-Govt organizations. The unit has received Voluntary Blood Donation Award for second consecutive year from Indian Red Cross Society for its commitment towards the cause. The volunteers also provided timely oxygen help to home quarantine patients during the pandemic. NCC Units have adopted Statues/Memorials of martyrs and Freedom Fighters and ensured their maintenance and cleanliness. They organise Swacchta Pakhwadas, Plantation Drives and other activities of social and environmental relevance. Women Cell of the College organizes interactive sessions and competitions to sensitize students for the cause of gender equality. It conducted medical check-up camp as part of Anaemia Free Hisar Campaign of District Administration. The students/volunteers/cadets have received various awards and appreciation letters for their dedication towards societal issues.

File Description	Documents
Paste link for additional information	https://www.crmjatcollege.com/activities-2020-21.html
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

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

06

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

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

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

30

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

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

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

Student Participation in 30 Activities (same as 3.3.3.1)

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

3.4 - Collaboration

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

03

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

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

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has adequate physical and academic facilities required as per University Grant Commission guidelines to run the different programs. The college campus area is 22 acres, 1 Kanal and 7 Marla, on which buildings have been constructed is 16187.4 sq. meter area. The various departments in Arts, Commerce, Science, Mathematics, Physical Education streams are

located in separate blocks. The Classrooms, Laboratories, and Seminar Halls are ICT-enabled. Besides the building, the college has a spacious playground for sports activities. The college has cultivated an atmosphere that aims to provide ample opportunity for Extra-Curricular and support services organized by departments of the National Service Scheme (NSS) and National Cadet Corps (NCC). The college campus is neat and clean. A spacious garden with pavements and pavers on the campus is developed for students' service. Botanical Garden has also been developed to provide practical exposure for teaching and learning. Our institution also has an English language lab carrying 20 computers wherein ORELL software has also been installed to improve the students' English language.

- Classrooms: The college encompasses 70 well-furnished, well-ventilated, spacious classrooms out of which 9 classrooms are equipped with LCD projectors for conducting theory classes.
- Technology-Enabled learning facility: The College has four ICT-enabled Classrooms where the provision of Multimedia learning, smart boards, Wi-Fi connectivity, and internet access is available.
- Seminar Hall: The College has multiple seminar halls. These halls are regularly used for conducting national/international seminars at the college. The students are promoted for active involvement in paper presentations, group discussions, etc.
- Laboratories: All laboratories are well equipped with state-of-the-art equipment and facilities. All the laboratories are established as per UGC norms. These labs are utilized for conducting practical classes as per the requirements of the curriculum. Labs are also utilized for technology learning & training as a part of teaching contents beyond the syllabus. Labs have sufficient licensed software and open source tools to cater to the requirements of curriculum & industry-enabled teaching.
- Wi-Fi: The entire campus is Wi-Fi enabled with 24/7 internet facilities (available bandwidth 200 MBPS) for the students and staff. Internet facility is available in the whole campus including labs, classrooms, library, offices of all Departments and hostels.
- Central Library: The library has 35125 books available covering all major fields of Commerce, Science, and Humanity. The library also has separate study spaces available for boys and girls. Multiple Resources such as newsletters, journals, reference books are available for

students' self-learning at Central library.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

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

The Institute, with its compulsory Core Courses and the continuous evaluation scheme, integrates sports and extra-curricular activities as essential components. This is done not only for participation but also for the assessment of students. The college has adequate facilities for sports, games and cultural activities. CRM Jat College has two large playgrounds and one auditorium with provisions for multiple games, such as Athletics, Cricket, Football, Hockey, Kabaddi, Volleyball, Basketball, and Kho-kho, etc. Indoor and outdoor badminton courts and gymnasium are also available. The college has well-equipped assembly halls for organizing annual functions and cultural events wherein various cultural events are being organized. Facilities for outdoor and indoor sports and games that include badminton, carrom, table tennis, chess, gymnasium, and cultural activities also exist in the Girls' Hostel. Intra-college and inter-college games and sports competitions are organized regularly every year for students. Students are especially being trained for participation in Zonal and Inter-Zonal National Youth Festivals, Poster making competitions, science exhibitions, etc. organized by the Indian varsities/colleges, Non-Profit Organisations. CRM Jat College has excelled at these events by winning prizes and awards in individual and group events. The athletic meet is also being organized in the Institute every year. The college participates in different events like Plays, Mimes, Folk Dance, One-Act Plays, Street Plays, etc. in the university inter-collegiate, State, and National levels. The annual function is also celebrated in the college each year to mark the birth anniversary of Seth Shri Chhaju Ram Ji. For this participation, students of the college are provided with experts' guidance in the college premises. A separate cultural committee is formed in the college which maintains the record of the same. Details of the Prizes won by students, Activities organized by the college, and Students' participation in various activities are enclosed herewith.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	**Nil**

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

74

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.crmjatcollege.com/smart-class-rooms.html
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File]()

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

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

170195

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

4.2 - Library as a Learning Resource

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

CRM Jat College's Library is one of the oldest govt. aided degree college library in Hisar. It spreads in an area of 7352 sq ft. The library is located in a separate block building with mezzanine flooring situated very close to the main block. Details and images of the library are given in word document enclosed herewith

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.crmjatcollege.com/library.html

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

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

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

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

0.045

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

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

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

15

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

4.3 - IT Infrastructure

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

The college has developed IT facilities to meet the learning requirements of students and faculty. Some of the facilities are discussed below: -

Computer Lab: - The computer lab consists of 145 computers with Internet connectivity for the purpose of the students who opted for computer, mathematics, commerce, physics as part of their courses as well as for general purposes. All the required software as per the curriculum are installed and updated as and when required and the maintenance of the computers is done by the technicians as and when required.

English Language Lab:- One English Language Lab has been developed with 20 computers and the software required to train the students on revised grammar bits, phonetic pronunciation, phonetic transcription, and other English language skills. The college has also purchased ORELL software for this purpose.

Nine classrooms enabled with ICT facilities like a projector, a personal computer attached with a projector. One video recording room is also used for the online learning environment. Physics

lab, Botany Lab, Zoology Lab, and Computer Labs have projectors. The college has a well-equipped seminar hall enabled with ICT facilities like a projector, a personal computer attached with projector. In addition to projector and computer, seminar hall is equipped with mike, speakers and internet connection. The whole campus of the college has Wi-Fi facility with a speed of 10 Mbps. The computers and printers of the office and exam branch and Computer Labs are connected through LAN. The college website is monitored and updated from time to time by the Web Coordinator of the college. The computers of the college are connected with printers and scanners wherever required. The college has 2 multipurpose photocopy machines placed in the administrative block. There are 46 CCTV cameras installed in the entire campus area of the college to provide additional safety security to the students and the staff, for the prevention of untoward incidents on the campus. All the departments have computers, having Internet facility via Wi-Fi, and a leased line for smooth conduct of online classes. For maintenance (such as repairs/servicing of computers, Internet Wi-Fi networking, installation of software, and maintenance and up-gradation of hardware), all departments will approach the higher authorities and, repairs/servicing and up-gradation of computers are done accordingly. Software like Java, C, C++, SQL, and Tally is installed in computer labs Institute has upgraded the 100 Mbps Internet connectivity to 200 Mbps. The Internet Service Provider (ISP) Reliance provides Jio Wi-Fi connectivity with 10Mbps Internet Connectivity and Triple play service has also been availed for the offices.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.crmjatcollege.com/campus.html

4.3.2 - Number of Computers

193

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

4.3.3 - Bandwidth of internet connection in

A. ? 50MBPS

the Institution

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

4.4 - Maintenance of Campus Infrastructure

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

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

4160377

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

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

Maintenance of Library Facilities: The books and journals are maintained against disfiguring. Bookbinding is carried out on regular basis for damaged books to avoid further damage. Stock verification is done as a part of regular monitoring and control. Pest control is done on regular basis for keeping books safe from termites. Library Committee has been constituted for looking after the following matters.

• Procurement of new books & renew of journals and recommendations for additional books.

• Updating and maintaining all library records.

• Addressing issues and grievances of users.

· Update and upgrade the library contents, periodically as per updates in curriculum

Computers: The institute has an adequate number of computers with internet connections and utility software. Computer systems, UPS, Software, and Servers are maintained by outsourced technicians, Lab Assistants, and Lab-In Charges. IT infrastructure is maintained by the head, IT Coordinator with the departmental coordinator.

Classrooms, Conference Hall: Classrooms and Seminar halls are provided with enough seating capacity and LCD projectors. Cleanliness of classrooms and seminar hall is maintained on regular basis. Working condition of the audio system, LCD projectors, etc. is done on regular basis.

Laboratory: Laboratories are regularly maintained by the Laboratory attendant. Records of types of equipment are maintained in the stock Register as per the process. Equipment are maintained properly, calibrated, and serviced periodically. Major breakdown maintenance if required is carried out by external agencies.

Maintenance of other support systems

- Housekeeping for regular cleanliness of corridors, washrooms, classrooms, laboratories, and premises is done by external agencies.
- Sanitizing of washrooms is done on regular basis.
- Greenery is maintained by the gardeners appointed by the college.
- Solar Panels and power backup facilities like Generators are maintained by the Internal Electrical maintenance department.
- Clean and hygienic drinking water is available in the Institute.
- Water coolers are maintained and cleaned on regular basis.
- Overhead water tanks and water coolers are cleaned periodically.
- The quality of drinking water is checked by measuring pH and Hardness.
- Sports facilities are maintained by the sports committee and the menial staff.

The below-mentioned points are inspected before the start of every semester.

- **Classroom facilities such as lights and fans, LCD projector and sound system, availability of internet connections are inspected before the start of every semester.**
- **Working condition of computers, devices, and equipment is ensured.**
- **The working condition of machines in the laboratories is ensured.**
- **The cleanliness committee of the institute inspects the facilities like toilets, classrooms, corridors.**
- **The College administration supervises the cleanliness and hygiene in the canteen and monitors the food quality.**
- **The Library committee collects the specific needs of the students and staff.**
- **The sports committee ensures the availability of sports equipment and monitors the usage of the ground, courts, and indoor games facilities.**

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

342

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

0

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**B. 3 of the above**

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

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

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

5.2.2.1 - Number of outgoing student progression to higher education

80

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	[View File](#)

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

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

0

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

5.3 - Student Participation and Activities

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

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

3 (sports) (List of Student representation in cultural activities given at 5.3.3.1)

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

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

The institutional set up is democratic and facilitates students' representation and engagement in various committees:

1. Student Editors are involved in the various sections of College Magazine, Chandralekha. The student editors scrutinize and edit the articles for their respective sections.

2. Similarly, there are student editors for College Newsletter, Harvest Heap.

3. Team leaders and Camp Seniors are selected for NSS Camps and Annual Training Camps of NCC.

4. Internal Quality Assurance Cell also has a student representative and due weightage is given to the concerns of students.

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

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

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

7

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

5.4 - Alumni Engagement

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

The registration of Alumni Association is under process. However, the institution has set-up an Alumni Relations Cell through a Facebook Page. Approximately 1100 alumni of the college have joined this cell as of date. All the major initiatives taken by the institution and achievements are shared on this facebook page. The alumni of the institution have also subscribed the college YouTube Channel which keeps them in touch with the institutional activities. The alumni make philanthropic contributions in the form of water coolers, rooms etc for the development of institution.

File Description	Documents
Paste link for additional information	https://www.facebook.com/groups/417410575445602/?ref=share
Upload any additional information	**No File Uploaded**

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

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision of the institution is to be a benchmark in education through innovation and excellence.The mission of the institution is to provide a comprehensive training for true global citizenship, to make education accessible to the students with rural background, to provide affordable education to economically backward sections of the society and to create manpower to contribute meaningfully in every field. College Governing Body remains ready to help Principal, Faculty members and students to take all those decsions which are for the betterment of institution, on their own, and to develop solutions for solving various problems such as deciding the content of curriculum, controlling the budget, building of educational facilities, discipline policies, etc.

File Description	Documents
Paste link for additional information	https://www.crmjatcollege.com/members-of-governing-body.html
Upload any additional information	**No File Uploaded**

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

The institution is committed to decentralization and participative functioning. Various committees / cells comprising teachers from different departments are constituted for smooth functioning of the institution and to organise different academic and co-curricular activities. The seniormost member of each department acts as the head of department. Each department convenes separate meetings to discuss pedagogical plans and roadmap for the overall growth of students and institution at large. For participative management, the management represenative, faculty and student representatives form the core part of the IQAC team. Moreover, there are members from Local

Society, Industry, Employer Nominee and other stakeholders who aid the decisionmaking.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategy Type

Details

Examination and Evaluation

The academic calender for conduct of examination and evaluation is prepared by GJUS&T. The college ensures that all examination related rules and regulations of the university are strictly followed. There is one midterm examination to be conducted in a semester by the institution and at the end of semester, end term examination and evaluation is conducted by the University. Under CBCS there is a mechanism of 80:20, in which evaluation for 80 marks is done through major examinations on semester basis and 20 marks are awarded on the basis of continuous evaluation through unit test, assignments, class attendance, class participation,etc.

Teaching and Learning

Teaching and learning has been organized through the academic calendar of the University. Student - centric learning is promoted through extensive use of ICT like smart class rooms, LCD projectors, etc. Seminars, conferences and extension lectures are organised to update the students' knowledge. List of Program/Course learning goals and outcomes are prepared by HOD which helps teachers to focus on the intended purpose of the curriculum and allow planning instructions to achieve the desired results in terms of knowledge, skills, and attitudes. Learning is promoted through various student-oriented activities like quiz competitions, declamation contests, and poster making

competitions etc. Remedial classes, internal tests are conducted on a routine basis.

Curriculum Development

The college is affiliated to GJUS&T, Hisar. Subject curriculum is designed by distinguished academicians and experts nominated on Board of Studies and Research of University Teaching Departments so as to seek their advice for further improvements. The University intends to make its curricula job oriented and market acceptable. College Faculty members remain involved in curriculum restructuring/ revision/ syllabus development as member of Board of Study/Faculty. 1. Sh S S Dhillon (Member UG Board of Studies in Science and Engineering, GJUST, Hisar) 2. Sh S S Dhillon (Member Faculty of Physical Sciences, GJUST, Hisar). During this session the following faculty members acted as adhoc members of Board of Studies and Research:1. Sh. R.S. Dhanger (Member UG Board of Studies & Research in Political Science) 2. Ms. Meena Kumari (Member UG Board of Studies & Research in Mathematics)

Admission of Students

Haryana State has recently launched its ERP solution under IT plan with an objective to automate its frontend and backend processes. One of the modules of this ERP is online admissions. Not only the department but other stakeholders (like students) are being highly benefitted with the ERP. All admissions have been carried out online. Application Forms for admission are uploaded on the Admission portal of Department of Higher Education, Haryana.

Industry Interaction / Collaboration

The placement cell organizes workshops, training and awareness programmes where experts from industries are involved.PG Departments have formal/ informal linkages with

other institutions which are beneficial in completion of curriculum and trainings etc.

Human Resource Management

The College has provision of duty leave for faculty members to participate in different programmes for their academic development. Teachers are motivated to attend Orientation/ Refresher Courses/ Faculty Development Programmes/ Staff Training

Courses for their professional development. Appropriate recognition to the students is specified for their outstanding achievements in academics, sports and cocurricular activities at the State, National and International levels.

Library, ICT and Physical

Infrastructure / Instrumentation

Library: College library has adequate space, furniture, reading chairs, tables, display racks, magazine racks etc. with total capacity of 110 readers. Total area of Library: Library34'x76' Career Corner34'x56 Girls Reading Room29'x46' Boys Reading Room45'x34' The library remains open all the working days from 09.00 to 16.00 hours. The library is equipped with 07 computers with internet connection, 01 barcode reader and library automation software (KOHA). The college library has a library advisory committee. Senior teacher of the college is Convener of the committee. The committee suggest about the infrastructural requirements for library and its maintenance and implement terms and conditions for purchase.

ICT: 70 class rooms are wifi enabled. All ICT related equipments are being purchased through the recommendation of Committee.

Physical infrastructure/instrumentation: The infrastructural development is an integral part of the college growth. Construction Committee is constituted to purchase, construct and maintain physical infrastructure. The college has considerable equipments in its various labs.

Research and Development

The College Library facilitates research oriented books, journals for research reference. The institute has WiFi enabled internet facilities for the fast access to online resources. The faculty members are encouraged to publish their research contributions in various National International Journals and conferences. The College support the departments financially to organize conferences/workshops of National and International levels. The college motivates the faculty members to attend such programmes and duty leave is sanctioned to attend Seminars/Workshops/Conferences.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

The college ensures efficient governance and management of college functioning through the policy of decentralization and participative management as evident from the administrative setup of the college shown in the organogram uploaded as a pdf file.

UGC regulates the minimum qualifications for appointment of teachers and other academic staff in colleges and other measures for the maintenance of standards in Higher Education. Being a government-aided college, all appointments in the college are made by the Directorate of Higher Education, Haryana as per the rules and regulations of UGC for appointment of Assistant/Associate professors by constituting a panel comprising subject experts, VC nominee, DGHE nominee, Principal of the college, representative of college management and minority representative. For recruitment of staff on temporary basis, the posts are duly advertised in the local newspapers and then selection is made through interview as per the norms of DGHE. Service rules of government of Haryana are applicable on all the employees.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	[View File](#)

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**C. Any 2 of the above**

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

6.3 - Faculty Empowerment Strategies

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

Teaching

Non-teaching

Students

1. CRM Jat College Teachers' Welfare Association Scheme: The Scheme is concerned with hazards that stand across the lifepath of its members. It provides monetary help (an amount equivalent to 15 salaries of senior most faculty member) to the dependent family in case of prematurely death of member of association.

2. Provident Fund and Gratuity

1.Residential accommodation.

2.Fee concession to children of the employees.

3.Provident Fund and Gratuity

4. Maternity Leave

Scholarships for meritorious students, Fee Concession on the basis of achievements & fanancial condition, facility for bus passes, Earn While You Learn Scheme for the students, Sport facilities for different types of games, SC/BC cell to monitor Govt. policies for the welfare of SC/BC students, reading room, computer labs facility, Grievances & Ragging Redressal Cell, Anti-Sexual harassment committee, incinerator and vending machine, ramp for differently abled students etc. There is a provision of

maternity leave even for the students.

3. Residential accommodation

4. Maternity Leave

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

0

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

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

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

03

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

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

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

27

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

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

Institution has a well-developed performance appraisal system both for teaching and non-teaching staff in the form of Annual Confidential Report (ACR) which is collected on regular basis at the end of each academic session. The ACRs are duly filled and

signed by the concerned staff members which are scrutinized and assessed by the Principal and the President of College Managing Committee. Teaching staff members also submit their scores for academic Performance Indicators(APIs) on prescribed format for promotion under Career Advancement Scheme. These scores based on teaching, examination and evaluation duties, administration responsibilities, student related activities and research activities are verified by the Coordinator of Internal Quality Assurance cell and Principal of the college.

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

6.4 - Financial Management and Resource Mobilization

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

Internal audit: Different committees are constituted to purchase required items for the smooth functioning of the college. Stock verification of various departments is conducted annually. The college has appointed a Bursar to scrutinize and audit college expenses regularly. All the financial documents are further scrutinized by the Chartered Accountant appointed by the college.

The external audit is conducted by government auditors appointed by the Directorate of Higher Education Department. External audit is generally done just after the completion of the financial year but due to the covid 19 pandemic, the collectiveexternal audit for the financial years 2018-19, 2019-20, 2020-21 took place on 21st Sept. 2021.

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

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

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

around 21 lakhs

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

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

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

Institute maintains & follows a well-planned process for the mobilization of funds and resources. The process involves various committees of the institute as well as Accounts office. Institute has designed some specific rules for the funds usage and utilization of resources.

- **The student Tuition fee is the major source of funds inflow for the institute.**

- **The management provides need-based funds to the college.**

- **Various government and non-government agencies sponsor events like seminars and workshops.**

- **Retired faculty members donate items like water coolers, fans etc.**

- **Sponsorships are sought from individuals and corporate for cultural events and fests.**

Utilization of Funds

- **The purchase committee seeks quotations from vendors for the purchase equipment, computers, books, etc.**

- The quotations are scrutinized by the purchase committee before a final decision is made based on parameters like pricing, quality, terms of service, etc.

- The Principal and purchase committee along with the accounts department ensure that the expenditure lies within the allotted budget. The intervention of the management is sought in case the expenditure exceeds the budget.

Resource Mobilization Policy and Procedure

- Just after the collection of students' fee, it is further segregated among various heads such as Amalgamation, R.K. Fund etc.. Availability of funds under each head is taken as the maximum amount to be spent (budget) for the respective purpose.

- The institutional budget includes recurring expenses such as salary, electricity and internet charges, stationery & other maintenance costs.

- It includes planned expenses such as lab equipment purchases, furniture, and other development expenses.

- The budget is scrutinized by the Accounts department and Purchase department monitor whether expenses are exceeding budget provision.

- Statutory auditors are also appointed who certify the financial statements in every financial year. The grants received by the college are also audited by certified auditors.

Optimal utilization of resources

- The college aims at promoting research, development, consultancy and such other activities, involving the faculty at various levels.

- The faculty, who exhibits initiative and receive substantial grants for R&D works or for strengthening the infrastructure in the institute would be encouraged and will receive special commendation.

- **Effective utilization of infrastructure is ensured through the appointment of adequate and well-qualified lab technicians & system administrators.**

- **The optimal utilization is ensured through encouraging innovative teaching-learning practices.**

- **The available physical infrastructure is optimally utilized beyond regular college hours, to conduct remedial classes, co-curricular activities/extra-curricular activities, parent-teacher meetings.**

- **The college infrastructure is utilized as an examination centre for Government examinations/University Examinations.**

- **Library functions beyond the college hours for the benefit of students, faculty, and alumni.**

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

6.5 - Internal Quality Assurance System

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

The following initiatives were taken by the IQAC for institutionalizing the quality assurance strategies and processes:

1) Conducted a number of events including ICT training for non-teaching staff members and workshop for housekeeping staff. 2)Organised online symposium on New Education Policy and online seminar on the topic"Legend and Legacy: Remembering Seth Chhaju Ram Chaudhary". 3) Strengthened e- goverance in college administration by updating college website regularly and by providing payment gateway for enabling students to transact anywhere anytime. 4) Maintained Performance Appraisal system for teaching staff by submission of API scores on a prescribed format at the end of each academic session 5) The process of RFID based library automation was initiated.

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

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

The institution adopts formal and informal procedures to review the teaching-learning process in the deliberations and discussions at the departmental level and during meetings of the Staff Council, Advisory Committee, and IQAC. Regular feedback from students helps in further improvement. Every problem raised or suggestion made by the students is taken into account and the experts are consulted to analyze the situation and to suggest remedies.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	D. Any 1 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

To achieve the aim of women empowerment and promote gender equity, the college has adopted following measures:

1. Women Cell: A Women Cell, comprised of three female teachers, organizes counseling sessions, interactive talks and other such events to sensitize girl students towards their rights and roles in the society. It celebrates important days and events to strengthen the discourse of gender equality.
2. Internal Complaint Committee/Anti-Sexual Harassment Committee: The said committee is comprised of faculty members, representatives from NGO and legal consultant. It addresses the grievances of girl students and female employees and ensures gender based justice.
3. Common Room Facility: Separate Common Room Facility is available for girls.
4. Girls Hostel: The institution has a separate girls hostel with a capacity of 31 rooms.
5. Safety and Security: The institution has its own security service in the form of guards hired through an agency. Moreover, the Govt. of Haryana has initiated special security measures for girl students in the Higher Education Institutions by deputing "Durga Shakti" (female police personnels) in the colleges.

During the session 2020-21, the institution organized following activities to foster gender sensitivity:

1. An 'Online Intra-College Poetry Recitation Competition' was organized on September 05, 2020 by the Women Cell. Total 16 videos were received for the competition.

2. An Inter-college Thali Decoration Competition was organized by the Women Cell to celebrate 'Navratri Festival' in October 2020. Total 37 entries were received from different colleges for the competition.

3. A medical team associated with 'Anaemia Free Hisar Campaign' started under the supervision of District Administration, Hisar visited the college on Jan 16, 2021 for examining the HB-level of female students and staff members. Diet Charts and medicines were suggested to the students and staff members having low HB-level.

4. One Day Workshop on the topic 'Give Yourself a Makeover' was organized by the Women Cell on Feb 18, 2021.

5. Department of Geography organized a Public Exhibition on the theme 'From Veil to Wings: Status of Women in Haryana' on the occasion of International Women's Day on March 08, 2021.

6. Department of English organized an Extension Lecture on the topic 'Literature and Gender' on March 05, 2021. Prof. Sunita Siroha from Department of English, Kurukshetra University, Kurukshetra delivered this lecture.

File Description	Documents
Annual gender sensitization action plan	https://www.youtube.com/watch?v=SviZ_Tp8REA&list=PL4_UH6vBDWnIQ-2g_MGnWIXVP6xS6TUZx&index=4
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Mentioned in 7.1.1

7.1.2 - The Institution has facilities for alternate sources of energy and energy | C. Any 2 of the above

conservation measures Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

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

The college has made efforts to manage the differrent kinds of waste at the institutional/source level. For solid waste management, Blue - Green dustbins sets worth capacity 480 ltrs have been installed at three main spots in the college for the purpose of waste segregation. The college has launched its Composting Section with two large compost pits sheltered with Compost Hut. Degradable waste is disposed to these pits in order to convert it in manure which is subsequently used in the college gardens/lawns. The launch of Composting Section was acknowledged by the Ministry of Housing and Urban Affairs, Govt of India on its twitter handle, Swacch Sarvekshan 2021. Liquid Waste from the water coolers is collected in a large underground tank and used subsequently for watering the Circle Kabbadi Ground. As for E-waste, the college makes optimal use of dysfunctional computer equipments through repair, reuse or reassembling. The hardware which cannot be reused or recycled is disposed off. The institution however intends to sign MoU with relevant agencies for the management of E-waste in the coming years.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting | **C. Any 2 of the above**

Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered vehicles** 3. **Pedestrian Friendly pathways** 4. **Ban on use of Plastic** 5. **landscaping with trees and plants**	**D. Any 1 of the above**

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

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**C. Any 2 of the above**

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

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

Institutional Measures for the Promotion of Inclusive Environment: The institution provides equal opportunity to students from all sections of society irrespective of their religion, creed and caste. The college caters higher education to the students of diverse economic backgrounds. The major in-flow

of students in the college is from rural areas. Students are given many facilities such as fee concession, scholarships for meritorious and reserved category students, bus pass facility, girls hostel etc. Admissions are made strictly on the basis of reservation policy.

Activities (2020-21):

The institution has organised certain activities during the session to promote inclusive environment. Ek Bharat Shrestha Bharat Unit and NCC Air Wing organised an interactive session on the topic "Sardar Patel and National Integration" on the eve of National Unity Day to commemorative the birth anniversary of Sardar Vallabhbhai Patel. A video was uploaded on the college YouTube Channel by Ek Bharat Shrestha Bharat Unit to foster the sentiment of communal harmony and national unity.
(URL: https://www.youtube.com/watch?v=pEimIM4AL2U).

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

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

In order to sensitize students and employees towards their constitutional obligations and duties, the institution observed constitutionally important days and organized following events :

1. National Constitution Day was celebrated on November 26, 2020. Dr. Saroj Malik, Associate Professor of Political Science, delivered an online lecture on Indian Constitution.
2. 11th National Voters Day was celebrated by the college NCC and NSS Units on Jan 25, 2021. A 'Pledge Ceremony' was organized by the Women Cell to make the students aware about their voting rights.
3. Under the aegis of the Department of Higher Education, Haryana, the college organized an Essay Writing Competition on the topic "Right to Information" on February 26, 2021. 46 students participated in the competition.
4. Department of Political Science organized an Online Quiz

on the topic "Indian Poltics and Indian Constitution" on
March 02, 2021.

5. 50 volunteers of Youth Red Cross & Red Ribbon Club
   participated in an event organized by Haryana State
   Commission for the Protection of Child Rights on March 05,
   2021.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**B. Any 3 of the above**

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

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

The institution celebrated following commemorative days, events and festivals during the session 2020-21:

1. On July 26, 2020, NCC Army Wing (Girls) cadets participated in Kargil Vijay Diwas Online Celebrations.
2. On August 15, 2020, 36 NCC Cadets participated in Independence Day Parade at Mahabir Stadium, Hisar
3. On August 19, 2020, International Youth Day was celebrated by Youth Red Cross & Red Ribbon Club.
4. On November 23, 2020, NCC Army Wing (Girls) cadets participated in various activities to celebrate NCC Day.
5. On November 28, 2020, the institution celebrated Seth Chhaju Ram Jayanti Samaroh. Hawan Ceremony and an Online Seminar were organized on this occasion.
6. On December 06, 2020, NCC cadets undertook the activity of cleaning the statues of martyrs and freedom fighters to commemorate Vijay Diwas.
7. On January 23, 2021, NSS volunteers celebrated Prakaram Diwas in the college campus.
8. On January 26, 2021, 49 NCC cadets participated in Republic Day Parade at Mahabir Stadium, Hisar.
9. On Feb 28, 2021, Department of Mathematics and Department of Botany organised competitions to celebrate National Science Day.
10. On March 08, 2021, International Women's Day was celebrated by NCC Army Wing (Girls) Unit by organizing a poster making and slogan writing competition. Geography Department organized a Public Exhibition to commemorate the day.
11. On March 12, 2021, Department of History & Ek Bharat Shreshtha Bharat Unit of college organized an interactive session/lecture to celebrate Aazadi Ka Amrit Mahotsva.
12. On March 22, 2021, Nature Interpretation Centre organized poster-making and sketching competition to observe World Water Day.
13. On May 31, 2021, NCC Air Wing Cadets participated in Poster Making Competition to observe World No Tobacco Day.
14. On June 05, 2021, NCC Air Wing cadets participated in a webinar titled "Clean Environment: Time to Act" organized on the occasion of World Environment Day. A Photography Competition was organized by the Department of Botany on this occasion. 33 cadets of NCC Army Wing (Girls) planted saplings to mark the day.
15. On June 21, 2021, International Yoga Day was celebrated by NSS volunteers and NCC cadets from their respective homes.

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

7.2 - Best Practices

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

INSTITUTIONAL BEST PRACTICES

Best Practice-I

Title of the Practice: Social Outreach Programmes/Activities

The institution has been striving forward to contribute to the welfare of society through its social outreach programmes and activities. Representing various institutional units such as NCC, NSS and Youth Red Cross, the volunteers and cadets involve themselves into the enterprises of selflessness. These units seek to spread the word of awareness in the society and work at ground level to make an actual difference in society.

Objectives of the Practice:

·   To retain the legacy of 'giving back to society' as propagated by Seth Chhaju Ram Chaudhary, the founder of the institution.

·   To materialize the far-reaching effects/outcomes of education.

·   To imbibe the spirit of community service and social welfare amongst students.

·   To save lives through voluntary blood donation.

· To raise awareness on important issues through social awareness programmes.

The Context:

The aim of education is to train students in such a manner that they take the learning beyond the walls of classroom and make selfless contribution to society. The institution is guided by a similar spirit advanced by the founder of the institution, Seth Chhaju Ram Chaudhary who brought immense change in society through his philanthropic deeds. The institution considers it one of its utmost responsibilities to promote the vision and ideology of its guiding force. Precisely to serve this objective, due attention is given to social outreach programmes and initiatives which are undertaken by the volunteers/cadets under the guidance of Programme Officer/Counsellor/NCC Officer.

The Practice:

3 NSS Units, NCC Army Wing (Boys), NCC Army Wing (Girls), NCC Air Wing, Youth Red Cross and Women Cell of the college are actively engaged in sensitizing students towards their social responsibilities. College NSS Units undertake various programmes in the adopted village Gangwa, urban slums and college campus. These programmes include HIV AIDS Awareness programmes, Polio Immunization, Health Awareness programmes, Road Safety Rallies, Environment Awareness Rallies and Covid-19 Relief Campaigns. Youth Red Cross Unit organises Blood Donation Camps in collaboration with various Govt and Non-Govt organizations. The volunteers also provided timely oxygen help to home quarantine patients during the pandemic. NCC Units have adopted Statues/Memorials of martyrs and Freedom Fighters and ensured their maintenance and cleanliness. They organise Swacchta Pakhwadas, Plantation Drives and other activities of social and environmental relevance. Women Cell of the College organizes interactive sessions and competitions to sensitize students for the cause of gender equality. It conducted medical check-up camp as part of Anaemia Free Hisar Campaign of District Administration.

Evidence of Success:

·   NSS Unit was awarded "Social Achievement Award" by Lok Nirman NGO in 2018.

·   NSS Unit was awarded as Best NSS Unit in the State NSS Award Program held at GJUS&T, Hisar on September 28, 2018.

?   Dr. Rajpal, NSS Programme Officer, was awarded as Best Programme Officer in the State NSS Award Program held at GJUS&T, Hisar on September 28, 2018.

?   The institution received Voluntary Blood Donation Award (Educational Institutions) from Indian Red Cross Society for the session 2020-21.

?   Youth Red Cross volunteers Ravi Jakhar, Sonu and Gurmesh received Certificate of Appreciation from Indian Red Cross Society for their contribution in the field of Blood Donation during the pandemic.

?   NCC Officer Capt. Suresh Kumar was awarded by District Administration, Hisar during the session 2020-21 for his contribution as a Corona Warrior.

Problems Encountered and Resources Required:

·   Encountering the myths around the blood donation.

·   Getting the students out of their initial inhibitions to work on the ground level.

·   Dialogue with less receptive or opinionated persons during the awareness programmes/rallies.

Best Practice-II

Title of the Practice: Financial Aid to the Deserving Students:

Many students seek admission from the rural areas with low economic back ground. Their parents are unable to provide them a sustained financial support because agriculture, being a source

of uncertain income, is the main source of livelihood to a majority of the people in Haryana.

Objectives of the Practice:

- To extend financial aid to the poor students, especially from the rural background, to save them from discontinuation of their studies owing to poverty.

- To support financially all the deserving poor students without any discrimination of caste, creed or gender.

- To promote the 'equality' among the students.

- Scholarships and Fee concession to Sports achievers, SC/ST students, students achieving academic excellence.

The Context:

Sending children to the city for higher education becomes almost impossible for the poor parents in the rural areas, in the context of higher education demanding higher amounts of money. Though, sometimes, they do venture to admit their children to colleges in the city, they are unable to give sustained financial support throughout the course of study because agriculture, being a source of uncertain income, is the main source of livelihood to a majority of the people in Haryana. So, it is evident that without financial support from an external source, the rural youth cannot hope to successfully complete their higher studies.

The Practice:

Fee Concession Committee is constituted. Committee asks aspirants to send parents tax return transcripts, sibling's college registration forms, proof of income or other supporting documentation etc. This illustrious institution, true to its legacy of pro poor student attitude since its inception, has taken a firm resolve to extend all possible financial support to the deserving students and help them to realize their fond dream of acquiring higher education. The financial support is extended to all the deserving poor students without any discrimination of caste, creed or gender. The students whose parents do not have fixed reasonable source of income are eligible for the aid. A duly constituted committee of senior teachers scrutinizes the

applications received from the aspirants for fee concession. It finalizes the list of eligible students for the Fee concession after due verification of the documentary evidence enclosed and strictly following the guidelines framed for the purpose, and submits the same to the Principal for sanctioning the actual amount of the aid.

Evidence of Success:

A good numbers of rural students have successfully completed their higher studies without facing financial hurdles due to the financial aid/concession given by the institution.

Problems Encountered and Resources Required:

· The noble objective had challenges in its designing and implementation.

· Pooling up of the required resources is a tough task.

· Verification of the financial background of the aspirants is yet another challenge.

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

7.3 - Institutional Distinctiveness

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

The institution claims distinctiveness in terms of Social Outreach Programmes. Social awareness rallies on various issues such as blood donation, gender sensitization, drug abuse, cleanliness and traffic rules awareness manifest the intent of the institution in terms of social transformation. The vision has always been to contribute to the welfare of society at large and materialize the far-reaching effects/outcome of education. NSS Units, NCC Army Wing (Boys), NCC Army Wing (Girls), NCC Air Wing, Youth Red Cross and Women Cell of the College are actively involved in sensitizing the students/volunteers/cadets towards the issues of social relevance. Deriving the spirit of 'giving' from Seth Chhaju Ram Ji (the founder of the institution), the college has worked immensely in the domain of voluntary blood

donation. Organising Mega Blood Donation Camp on the occasion of Shahidi Diwas (the Martyrdom Day of Bhagat Singh, Rajguru & Sukhdev) has been a major highlight of the Institution's annual calendar for around a decade now. For its commitment towards the cause, the college has received awards and recognitions from Indian Red Cross Society and other Non-Government Organisations.

File Description	Documents
Appropriate web in the Institutional website	[View File]()
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

Plan of Action for the Session 2021-22

1. To organize subject specific Seminar/Conference duly approved by Higher Education Department/UGC/ICSSR
2. To introduce Certificate/Value Added/Add-on-Course for creativity or skill enhancement of students after seeking due approval from the Department of Higher Education, Haryana.
3. Subscription of subject specific/interdisciplinary Journals.
4. To organise webinar/workshops/hands on session to improve online teaching skills of faculty members.
5. To conduct Workshop/Training for Teaching and Non-Teaching Staff for a thorough awareness of Revised Assessment and Accreditation Framework
6. To sensitize Teaching/Non-teaching staff towards Institutional Ethics/Codes/Values by organizing workshops/interactive sessions
7. To install a Rain/Waste Water Harvesting & Recharge Unit in the campus
8. To extend/promote reach-out to various stakeholders through user-friendly website, YouTube Channel, Alumni Relations Cell, College Newsletter and other means of media.