



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		M.R GOVT COLLEGE FAZILKA
Name of the head of the Institution	SH. BALDEV SINGH	
Designation	Principal	
Does the Institution function from own campus	Yes	
Phone no/Alternate Phone no.	01638262662	
Mobile no.	9915500188	
Registered Email	gcfazilka@gmail.com	
Alternate Email	mrgcfazilkanaac@gmail.com	
Address	BORDER ROAD, FAZILKA	
City/Town	FAZILKA	
State/UT	Punjab	
Pincode	152123	
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Smt. Onika Kamboj
Phone no/Alternate Phone no.	01638262662
Mobile no.	6239032109
Registered Email	gcfazilka@gmail.com
Alternate Email	mrgcfazilkanaac@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://mrgcfazilka.org/downloads/NAAC/aqar/2017-18/AQAR-2017-18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://mrgcfazilka.org/downloads/NAAC/aqar/2018-19/2.5.3Academic-calendar-2018-19.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	71.1	2005	01-Nov-2005	30-Nov-2010

6. Date of Establishment of IQAC

16-Oct-2022

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
NIL	31-Dec-2018 0	0

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NA	NIL	2019 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

No

Upload latest notification of formation of IQAC

No Files Uploaded !!!

10. Number of IQAC meetings held during the year :

0

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

No

Upload the minutes of meeting and action taken report

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11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

NIL

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

Plan of Action	Achievements/Outcomes
NIL	NA
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14. Whether AQAR was placed before statutory body ?

No

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	No
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The institution provides a range of subject options to the students of different streams humanities, science and technology. The curriculum for these courses is designed and revised from time to time by Panjab University, Chandigarh during the meetings of board of studies. The college time table has been framed strictly according to University norms. To ensure regularity in attending classes 75% is the pre condition to be eligible to appear in semester examination. Every teacher maintains one's own attendance register. Semester activities includes seminars, talks and assignments. Various seminars, extension lectures and workshops are organised in the college by the departments in order to provide a platform for interdisciplinary interaction among students and staff. The teachers are also given freedom to use their capacity for initiative and innovation in the way they want to teach. Delivery analysis has been done from time to time within classrooms and also in the form of class tests. From the feedback on performance of students in class tests teachers improve their academic score and get maximum output. The semester results declared by the university have been analysed in the form of class wise %age, its comparison with University %age and number of University position holders etc by the examination department.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	Nil	0	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nill	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nill	NIL	0
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	No
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
NO FEEDBACK WAS OBTAINED DURING THE YEAR

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Arts	3000	3076	2168
BCA	COMPUTER APPLICATION	120	45	45
BSc	NON MEDICAL	120	38	38
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution	Number of fulltime teachers available in the institution	Number of teachers teaching both UG and PG courses
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			teaching only UG courses	teaching only PG courses	
2018	2251	0	29	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
29	10	55	8	5	0
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

In our institution, mentoring system has been introduced for establishing a better and effective relationship between students, teacher and also continuously monitor council and guide students in educational and personal matter. All the teachers work as mentors for students allotted to them. The students must feel to confide in their mentors. This is a continuous process till end of academic career of students. The aim of student mentor-ship is:-

1. To enhance teacher students relationship
2. To enhance students academic performance and attendance.
3. To minimize students dropout ratio.
4. To monitor the students regularity and discipline.
5. To enable the parents to know about the performance of regularity of wards.

The IQAC had taken the initiative of implementing the mentoring of students. Students are based on the streams of studies and also according to their core subjects. They are divided into groups of 20-25 students. Mentors maintain and update the mentoring format after collecting all necessary information. Mentors are expected to offer guidance and counseling as and when they required. It is the practice of mentors to meet students individually or in groups. In isolated cases parents are called for counseling and their special meeting with the principal at the suggestion of the mentor. If a student is identified as having weakness in particular subject. It is duty of mentor to apprise the concerned subject teacher. At least 3-4 meetings are arranged by mentors for their mentee in each semester. Though the system has only been implemented in the last few years. Significant improvement in the teacher student relationship is observed. This system has been useful in identifying slow and advanced learner and through a careful examination of each mentors report the college has organised remedial classes in identified topics. HOD will meet all mentors of his/her department at least once in a month to review paper implementation of system advice mentors wherever necessary.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2251	29	1 : 78

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
38	29	9	0	2

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	NIL	Nil	NA
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	0006	6TH	01/06/2018	12/07/2018
BCA	0032	6TH	16/05/2018	29/06/2018
BSc	0006	6TH	01/06/2018	09/09/2018
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The continuous internal assessment evaluation of the students in an integral part of the teaching learning process. The students have been encouraged continuously to study sincerely for the improvement of their performance in our college. The college has an examination committee to carry out the effective implementation of internal assessment and college examination. The university has introduced semester pattern of examination from academic session 2010 for the faculty of science, arts and computer science at under graduation level. The examinations evaluation process of all the disciplines are conducted by the university in the end of each semester. Declaration of the result is time bound programme. The college has also implemented various reforms in Internal evaluation System. At the beginning of each semester, the students are instructed about the syllabus and evaluation process. The formative approach to evaluate students achievements includes various academic activities, Example: Seminars presentation, Group Discussion, Unit tests, Assignments and project submission etc. The students knowledge of the subject is evaluated on the basis of their Presentation Skill, communication skill and language fluency. The unit tests are conducted which includes- subjective and objective type questions. The students are asked to submit home assignments within proper time schedule. Group discussion is arranged by the faculty in the class room. The internal examination committee plans and implements. Internal assessment process to evaluate the students performance prior to university examination. Whenever there is a change in the evaluation method as per direction of university. It is communicated to the faculty by circulating a copy of the university direction. The utmost care is taken for the maximum attendance of the students. The concerned subject teachers conduct a personal interface meeting with the students. The students are apprised of their strength and weakness for further improvement. The results are analyzed to identify slow and advanced learners. The IQAC monitors the evaluation process in its meetings and provide suggestions for improvement.

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

Institution prepared a calendar as per the scheduled prescribed by the affiliating university for implementation of curriculum participation in extracurricular and co curricular activities. As per university rules and regulation academic activity run in college throughout the year. At the beginning of session institution prepared an academic calendar to organize the curricular and extracurricular activities in the institution. In academic calendar institute adhered to available working days. Short and long holidays, National public holidays, admission process, semester wise teaching plans, Tentative university examination days of semester, tentative practical examination days ,allocation of internal assessment work i.e. seminar activity,

project assignment, theory assignment, class tests, practical assignment, submission of internal assessment work, ICT lectures, guest lectures, celebration of National Science day, celebration of various birth and death anniversary, celebration of week like wild life, sampling plantation etc. and special days. Departmental Unit tests, educational tour departmental stock verification, various literacy days, awareness programmes and rallies, organizing workshop/seminar activity are planed month wise and make implementation on it. As per academic calendar institution follows all the related curricular, co-curricular and extracurricular activities for the better academic work. As per calendar institution participation in extracurricular activities like Athletics, youth festival, inter collegiate sports competition like kabaddi, chess, badminton, table tennis organized by the affiliating university. Besides this institute arrange some curricular and co-curricular activities casually as per the guidelines suggested by the state government of Punjab time to time. Institute tries to run all the activities as per the academic calendar but sometime due to circumstances some events scheduled get changed.

2.6 – Student Performance and Learning Outcomes

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

<https://mrgcfazilka.org/downloads/NAAC/aqar/2018-19/2.6-Course-outcome-2018-19.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
0006	BA	Arts	649	619	95%
0032	BCA	Computer Application	12	11	91%
0006	BSc	Non Medical	13	13	100%
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2.7 – Student Satisfaction Survey

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

<https://mrgcfazilka.org/downloads/NAAC/aqar/2018-19/Student-Satisfaction-Survey-2018-19.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

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

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

Title of workshop/seminar	Name of the Dept.	Date
NIL	NA	

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

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NA	NA	NA	NA	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
Nil	NIL	0	0
No file uploaded.			

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

Department	Number of Publication
NIL	0
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NA	NA	Nil	Nil	NA	0
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations	Institutional affiliation as
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					excluding self citation	mentioned in the publication
NIL	NA	NA	Nil	Nil	0	NA
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	8	0	0
Presented papers	0	7	0	0
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
NIL	NA	0	0
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NA	NA	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NIL	NA	NA	0	0
No file uploaded.				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	0	NA	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab	Duration From	Duration To	Participant

		with contact details			
NIL	NA	NA	Nil	Nil	0
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	NA	0
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
325000	311031

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar Halls	Existing
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA	Partially	21.05	2022

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	8400	Nil	Nil	Nil	8400	0
Reference Books	1150	Nil	Nil	Nil	1150	Nil
Journals	12	Nil	Nil	Nil	12	Nil
View File						

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

(Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NA	NA	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	39	2	1	0	0	2	2	10	0
Added	5	0	1	0	0	0	0	50	0
Total	44	2	2	0	0	2	2	60	0

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

60 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
225000	206273	1825000	1800000

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

4.4.2 There are established system procedures for maintaining and utilization physical academic and support facilities- laboratories, library, sports complex, computers, classrooms etc. The institution has standard procedure for augmentation, up gradation, utilization and maintenance of the infrastructure for physical, academic and administrative facilities. Various committees give recommendation regarding purchase, repair and upkeep of infrastructure. (By purchasing items from GEM Portal either by direct purchase or through bidding depending upon the cost of the item.) The policy covers infrastructure and facilities in laboratory, library, sports complex, computers and classrooms. The policy focuses on procuring best services and products on comparatively low market rates. Procedure for utilization:- Requirements submitted and feedback from different stakeholders is taken into the consideration for procurement of the new and the maintenance of existing infrastructure. Infrastructure:- M.R. GOVT COLLEGE FAZILKA has a well-established infrastructure and proactively keeps on improvising it in line with its academic growth. It has a large academic block, hosting big and spacious classrooms and laboratories. The construction, maintenance and repairing of physical infrastructure of the

College is done by PWD Civil works, PWD Sanitation, PWD electricity, Govt of Punjab. Whenever a grant is received, the funds are transferred to PWD and infrastructure is developed and maintained accordingly. Routine repair work is done by utilizing funds in the college. Laboratory:- Laboratories are well equipped with necessary experimental facilities and are upgraded annually with the addition of equipments and other related materials. SLA and JLA prepare record of stock, consumption and write off the recurring and nonrecurring material under the supervision of concerned HOD's. To minimize the hazards and to provide a safe working environment, appropriate disposal of chemical, hazardous waste and electronic waste is done by laboratory personnel. Annual stock verification is done by the concerned committee. Library:- To provide comprehensive resources and services of the research, teaching and learning needs of institution community, a well stocked two storied book space with a well-equipped and an extended reading lounge is established. There is facility of NLIST program under INFLIBNET to access all the reference material online. There is separate Braille Corner for visually-challenged students. The Library Committee, after assessing the need of books and other ICT tools in the library, arranges for its purchase and ensures its maintenance on regular basis. Sports Complex:- A well maintained Basketball court, Hockey ground, Volleyball, khokho, kabaddi, Power lifting/Weightlifting platform and gymnasium is established for the Students who regularly use the sports facilities for recreation, physical development and preparing for Sport Competitions. There are provisions for providing sports equipment, kit and dresses to participant students and they are replenished regularly for ensuring best of the facility to students. Rules, recommendations and facilities for sportsperson are decided and implemented by HOD after discussion with principal. The requirements of equipments for playground, gymnasium and sports are upgraded and maintained by utilizing sports funds especially maintained for this purpose. Computers:- There is a rich infrastructure of computer labs and other ICT facilities in the college for providing its top-notch exposure

<https://mrgcfazilka.org/downloads/NAAC/aqar/2018-19/4.4.2-2018-19-Maintenance-physical-academic.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	DR. AMBEDKAR	695	6531544
b) International	NIL	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Yoga, Meditation	01/11/2018	300	College Level
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Communication Skill	500	500	Nil	Nil
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
4	4	10

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	NA	0	0
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
Nil	0	NA	NA	NA	NA
No file uploaded.					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	2
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Sports/Cultural Activities	Inter University, Inter College, Youth Festival	30
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
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2018	Gold, Silver, Bronze	National	6	2	NOT AVAILABLE	NOT AVAILABLE
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student council all class representative, A helping hand of the college faculty is formed every academic year. The main motive of this student council is to provide opportunity to inculcate leadership values/ skills. This student elected body engaged every club, cells and societies such as class representative, toppers of the club, youth and welfare society, red cross society, women-girls safety society, anti drug society, anti ragging society, buddies group and many more. It is a multi functional council which helps the staff as well as the organization to held different types of functions, celebrations within the premises of college. They organized refresher party in the starting of the academic year, talent hunt programs different types of competition such as handwriting competition, speech recitation, poem recitation and many more. Student council is well equipped with the proficient students which helps in maintaining discipline while programs. Student council also helps the needy students in keeping the college premises clean. It also acts as IQAC head girl/boy and deputy head girl/boy representing the students. In IQAC body they discussed the matter related to students and their needs, and also gave suggestions to improve and to solve their problems.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

NIL

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

This Institution is a government institution, controlled by the department of Higher Education, Government of Punjab. MR Government College is affiliated with Panjab University, Chandigarh. For decentralizing of functioning of the college the following methods are taken: The institution is managed by the College Principal. The Principal is the sole authority of the college as far as academic, co-curriculum, extra-curriculum activities. He takes all the decisions in the consultation with all members of staff. The college has a staff council under the chairmanship of the principal and it is being help to the Principal time to time for making decisions in respect of academic, operational, administrative activities. In every year the college Principal forms various core committees for smooth functioning of the college such as

admission committee, scholarship committee, research committee, Red Cross committee, college council and RUSA committee etc. The every committee is further functions under a head and 3-4 staff members are its members. The responsibilities of the head of the committee are assigned to experienced staff members. For proper planning and execution the committees have to conduct meetings regularly and submit the reports to the Head of the Institute. Another instance of decentralization and participatory management is the work assigned to all the faculty members in discipline committee. All the staff members are given the duty to maintain the discipline among the student along with the physical director. So as to as certain safe environment for all the students in general and girls student in particular. Inclusion of all the teaching staff in discipline committee takes an offer of friendly atmosphere to the students and greater sense of security of the campus.

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

No

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The college is being a government college which is affiliated by Panjab University, Chandigarh. Our college does not have autonomous status therefore the college follows the curriculum plan, which is developed at university level and the college does not have autonomy to design its on syllabus and curriculum.
Teaching and Learning	Most of the students in our college come from vernacular background. In keeping with their regional background we used traditional as well as modern teaching methods to stop use of chalk and talk method is complemented by the use of online teaching resources and e-Learning tools. Group discussion, student seminars are conducted to promote academic development of the students. The documentaries, power points presentations, online video talks etc activities are doing in the classrooms for the effective learning. The students are able to learn through participatory learning methods, allocation, competition lecturers by the subject experts from other colleges. More focus is given on overall development of the students through extra guidance for weaker subjects.
Examination and Evaluation	Government College is affiliated to Panjab University, Chandigarh. The college conducts examination and evaluation as per as guidelines which has been provided by the University. In

the college Bachelor of Arts, Bachelor of Science courses are running on regular mode and bachelor of Computer application is running under the HEIS in year 2018-19. The University examination are held in the college in every semester under the guidelines of Panjab University Chandigarh

Research and Development

The college provides necessary support to enhance teaching skills through the research and development. The some staff members had completed there Ph.D and other research projects in the year 2018-19. Most of the teachers have enrolled for Ph.D and pursuing their research. Teachers from our college actively participating in the seminars and workshops. The seminar and workshops are also organized for the students to promoting the research interests by the teachers at college level regularly.

Library, ICT and Physical Infrastructure / Instrumentation

A College library is also situated in the college campus. The College library enriched with large number books and subscription of national and international journal on the regular basis. There are near about 23000 books, 10 magazines, and 7 newspapers are in the college library. The new arrivals are displayed on stands in the library. The separate reading rooms are available for girls and boys. Reference books are also made available to the students.

Human Resource Management

The college management takes some efforts to enhance the knowledge of teachers and administrative staff through the training programs. Our teachers are encouraged to participate in seminars and conferences. The teachers are also motivated to join faculty development program refresher programs and orientation courses.

Admission of Students

MR Government College is one of the oldest Government College in this region. The college is affiliated with Panjab University Chandigarh. The admission process of the college is strictly in line with the university guidelines. There is a admission committee in the college for the smooth functioning and transparency in the admission process. The admission committee observes the whole admission process. The admission in the college

is purely on the merit, through the following of rules of University as well as government of Punjab.

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

E-governance area	Details
<p>Planning and Development</p>	<p>The administrative work is carried out by using software and most of the work is done online in the college. The time table and other academic and non academic works are also uploaded on the college website regularly. The centralized student database is also maintained at office level. The college authority is also start digitizing the all database and records for the smooth functioning of the college.</p>
<p>Administration</p>	<p>Administration maintains and supervises facilities provided to the students for their convenience with the aid of modern and latest technology. The entire campus is Wi-Fi enabled. The important information, news is broadcasted to the students and the staff members through the electronic, social media like SMS, official WhatsApp groups and college website. The college is also maintained the email ID database of the students and the staff members.</p>
<p>Finance and Accounts</p>	<p>The college has fully computerized account section the finance and accounts department of the college is accepting only online fee payments from the college students. The records related with accounts and finance is digitizing every year. The account books are also maintained and the audits are being done regularly by the college through the chartered accountants. The college having independent accounts of self finance courses such as bachelor of Computer applications.</p>
<p>Student Admission and Support</p>	<p>In the college, students fill up the online form on college's official website for taking admission. The college administrative and supporting staff provide guidelines to the students to fill up the online admission form. The college staff is also motivates to the students for participate in various cultural academic and sports activities those had been organized in the college from time to time.</p>

Examination	MR Government College is a government institution which follows the rules and regulations which has been formulated by the Panjab University Chandigarh for carrying out the process of examination. The institution has its examination committee. The examination forms are filled online and the admit cards are also generated through online mode in the college.
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6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	NIL	NA	NA	0
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	NIL	NA	Nill	Nill	Nill	Nill
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NIL	0	Nill	Nill	0
No file uploaded.				

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

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

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
G.P.F, Gratuity, Pension	G.P.F, Gratuity, Pension	Scholarship Schemes Run by State and Center Government

6.4 – Financial Management and Resource Mobilization

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

The institution conducts internal financial audits of govt. funds through college bursar and office superintendent. Local audit is done by CAs for non-govt fund that is PTA. The external audit is done by Punjab govt. from time to time.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NA
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NA	No	NA
Administrative	No	NA	No	NA

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

The institution has an active PTA (Parent Teacher Association) which involves students and their parents through regular PTA meets. PTA is associated with the working and administration of the college lending financial assistance to the various activities held in our college, such as Salaries of Guest Faculty, fees for sports students, advertisements, Repair and maintenance of Campus buildings, purchase and repair of college furniture, etc.

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

Nil

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

Nil

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
Nil	NIL	Nil	Nil	Nil	0
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Student Awareness Programme seminar on stay away from Drug	30/07/2019	30/07/2019	250	350

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

Percentage of power requirement of the University met by the renewable energy sources
THE OLD TUBE LIGHTS ARE REPLACED BY LED BUYL B AND TUBE LIGHTS TO CONSERVE THE ENERGY

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	Yes	2
Scribes for examination	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	Nil	Nil	Nil	Nil	NA	NA	Nil
View File							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
COLLEGE PROSPECTUS PANJAB UNIVERSITY CALENDER	01/07/2018	College prospectus: college prospectus issued by the college every year This prospectus contains almost every aspects which have done in the college and which infrastructure provide from college to the students. And provide information about teaching staff and non teaching staff members . so that the students

should be well aware of and must follow diligently. 2). Panjab university academic calendar: pu academic calendar released by panjab university it highlights the academic holidays rule and regulation that the staff of the college and the student need to follow and covers almost all the necessary aspects.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NIL	Nil	Nil	Nil

[View File](#)

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

Environment day celebration on 5th June 1). Every year institution celebrated environment day (5 June). Poster making , chart making activity and plantation activity done by faculty and students, in order to make the college ecofriendly . Plantation activity done at college 2). Plantation activity done in the college campus. In this activity, More and more plant was planted by the faculty students to make the environment green.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Title: Quiz Competition was held on 11 september 2018 by Punjabi department The main objective of quiz competition was initiated by our college is to encourage students to get awareness about the current events . The competition was held under the leadership of our officiating principal Mr Rajesh kumar and our Punjabi Department faculty . A quiz is game which can also be called a mind sport where the players either as an individual or in team attempt to answers the questions.In this competition seven team was participated students showed great enthusiasm this quiz contains number of questions based upon the life history of Guru Nanak Dev Ji and 10 sikh guru’s Punjabi culture and modern Punjabi literature and related to the general knowledge . Prof Gurpreet kaur , Madam Veerpal kaur, Prof Gurjinder Kaur ,Prof Jagdev singh and Prof Shamsher singh worked with great enthusiasm. Our College principal Prof. Rajesh Kumar Congratulated the winner students and prizes were distributed to the winners.

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

<https://mrgcfazilka.org/downloads/NAAC/agar/2018-19/8-2018-2019-future-plans.pdf>

7.3 – Institutional Distinctiveness

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

Our institution support the women empowerment with the following thrust areas.
 1. Skill Based Courses- Multifarious skill based courses BCA, PGDCA, MSC, MA, Medical Science, M.Com and Computer based Accounting are offered to the

students. 2. Reservation Policies: The college follows reservation policies of the Government and also caters to the students belonging to the government and also support the students belonging to different socio economics strata. 3. Tutorial System: The college practices the tutorial system to identify the students' academic strength and weaknesses along with providing assistance for improvement. 4. Infrastructural up gradation: The grants are judiciously used for upgrading the infrastructure to match global standards. 5. Expert Lectures: Guest Lectures are conducted for the personality development self-confidence and soft skill for job placement among the students.

Provide the weblink of the institution

<https://mrqcfazilka.org/downloads/NAAC/aqar/2018-19/7.3-2018-2019-institutional-distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

1. Instutuiton wants to install solar power plant at college. Solar system is under process. To take approval for higher authority. 2. Provision of New courses like PGDCA, Software Program, Medical Science, Post-Graduation like MA MSC etc. will be open in our institution. 3. Proposal regarding preparation of special package for development of border area. 4. To take approval of new posts from DPI Punjab by assistance professor Mr. Rajesh Kumar on date 16.06.2017 5. Provision of taking books of different writer for various course for college library on date 05.06.2017 6. Proposal of construction of enthusiasm library for students. 7. Proposal Regarding Internet facilities like Wi-Fi to provide e-content for students. 8. To carry out repair and maintains of college infrastructure. 9. To promote research environment at college. 10. To ensure sanitary practices for corona free campus.