

**The Annual Quality Assurance Report (AQAR 2019-20) of the  
Internal Quality Assurance Cell  
KishanLal Public College, Rewari**

**Part – A**

- 1. Name of the Institution:** **KishanLal Public College, Rewari**
- Name of the Head of the institution: **Dr. Abhay Singh**
  - Designation: **Principal**
  - Does the institution function from own campus: **Yes**
  - Phone no./Alternate phoneno.: **01274254964, 01274253767**
  - Mobileno.: **9416150100**
  - Registered e-mail: **[klpcollege@rediffmail.com](mailto:klpcollege@rediffmail.com)**
  - Alternate e-mail: **[abhay1968.as@gmail.com](mailto:abhay1968.as@gmail.com)**
  - Address : **KishanLal Public College, Delhi Road, Rewari (Haryana)**
  - City/Town : **Rewari**
  - State/UT : **Haryana**
  - PinCode : **123401**
- 2. Institutional status:**
- Affiliated / Constituent: **Affiliated**
  - Type of Institution: Co-education/Men/Women - **Co-education**
  - Location : Rural/Semi-urban/Urban: **Urban**
  - Financial Status: **Grants-in aid**
  - Name of the Affiliating University: **Indira Gandhi University, Meerpur**
  - Name of the IQAC Co-ordinator: **Dr. Kamlesh Saini**
  - Phone no. : **9416607655**
  - Alternate phoneno. : **9416423477**
  - Mobile: **9416607655**
  - IQAC e-mail address: **[iqacklpcollege@gmail.com](mailto:iqacklpcollege@gmail.com)**
  - Alternate Email address: **[kamleshshaifali@gmail.com](mailto:kamleshshaifali@gmail.com)**
- 3. Website address:** **[www.klpcollege.ac.in](http://www.klpcollege.ac.in)**

4. Whether Academic Calendar prepared during the year? **Yes**  
 if yes, whether it is uploaded in the Institutional website: **Yes**

**5. Accreditation Details:**

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 <sup>st</sup>	B	70.65	2003	from: 2003 to:2008

6. Date of Establishment of IQAC: **July 15, 2019**

7. Internal Quality Assurance System

7.1 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
1. Regular meeting of IQAC	01.10.2019 02.12.2019 22.01.2020 02.09.2020	View File
2. Feedback from all stakeholders	Yes, collected from all stakeholders	250
3. Mentorship Program for Arts & Commerce students	26.07.2019	350
4. For Science (Medical and Non-Medical) students	15.02.2020	480
5. Library books for self-finance courses students	At the beginning of each semester a complete set of books are provided to all students	642

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
Salary and Pension	Salary and Others	DGHE, Haryana	2019-20	12,97,17,969/-

9. Whether composition of IQAC as per latest NAAC guidelines: **Yes**  
 10. No. of IQAC meetings held during the year: **04**

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website..... **Yes**

Minutes of Meetings:

[www.klpcollege.ac.in](http://www.klpcollege.ac.in)

Action Taken Report:

11. Whether IQAC received funding from any of the funding agencytosupportits activities duringtheyear? **No**

12. Significant contributions made by IQAC during the current year

- **Formation of student body of IQAC:-** In order to improve the quality frame work of the college and facilitate greater representation of students in the quality process, the IQAC constituted its students wing namely the SQAC.
- **Student Quality Assurance Cell**was formed with the objective to facilitate greater permeation of quality initiatives amongst the students and promote a holistic environment in the college. The role of SQAC was to help evolve conscious and catalytic systems at the student level in the college towards quality sustenance and enhancement while simultaneously transitioning IQAC in adopting a data driven approach for management of student data. The SQAC has been fundamental in organizing the IQAC faculty wellbeing orientation program and other workshops for the benefit of students. It has also helped to permeate the information pertaining to IQAC amongst students in the college. The SQAC has also vitalized a greater and diverse representation in the activities of IQAC to a broader set of students there by integrating the IQAC to one of the most important Constituent stakeholders.
- **Periodic meetings with Stakeholders:** - To smoothen the coordination process in the college, the IQAC held periodical meetings / discussions with Administrator faculty, non- teaching staff, students and student societies. The objective of such meetings was to apprise the constituent units of the college for the functioning of the IQAC and to enhance the feedback and coordination process. This also facilitated the timely collation of data pertaining to various activities of the departments and enabled IQAC to execute its function of centralizing key information of the institution and ensuring documentation of activities/ programmes in the college.
- **Organized regular capacity enhancing workshops** for faculty, non-teaching staff and students.

Capacity-Building Programmes are regularly organized for both teaching and non-teaching staff. Following a demand driven approach, the IQAC assesses the need and areas for capacity enhancement in faculty, non- teaching staff and students and arranges workshops accordingly. The focus here is on development of skills

and expansion of existing know-how on matters of subject knowledge, research pedagogy and administrative capabilities. From time to time IQAC has also collaborated with various units of the college to promote holistic development of students in the college.

One example of such initiative was the organization of a workshop on ‘Stress Free Living’ by IQAC in collaboration with ART OF LIVING.

- **To enhance Physical IT and Library Infrastructure:-**College has partly overhauled its ‘Wi-Fi’ System, in the academic year 2019-20. The new ‘Wi-Fi’ system, owned and set up by the college is latest in its technology, enabling the college campus to become partly ‘Wi-Fi’ enabled. Further, the existing visual Projector System in the seminar room has been complemented with a state-of-the-art audio system.
- Currently in the area of infrastructure the focus is directed towards the renovation of the auditorium, the completion of the Administrative block as well as replacement of water supply lines.
- **Library:-**  
We have started the process of in-house automation of library.  
We have started reprographic services in library.

13. 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.

<u>Plan of Action</u>	<u>Achievements/Out comes</u>
<b>1. Inclusivity</b>	(a) Careful observance of National Polices and IGU Guidelines. (b) Continuous endeavor towards inclusive classroom and respecting diversity. (c) Generic provisions for students with diverse special needs.
<b>2. Curriculum Delivery</b>	(a) Organization of teaching with scrupulous advance planning. (b) Display of teaching schedules and timetables well in advance. (c) Class and tutorial schedules followed meticulously. (d) Using an appropriate blend of methods including ICT. Student projects, Collaborative work and presentations used as teaching modes in addition to lecture mode

<p><b>3. Respective Practices in Classroom.</b></p>	<p>(a) Interactive session with students incorporated into lecturer.  (b) Special attention to specific student needs.  (c) Provision of timely intervention in the classroom.  (d) Continuous assessment and analysis of performance.  (e) Students given multiple opportunities for improvement of performance</p>
<p><b>4. Supporting Vulnerable Students</b></p>	<p>a) Modifying teaching methods according to Specific needs of students.  b) Remedial classes and bridge courses as per need.  c) Financial assistance provided to needy student by faculty members voluntarily</p>
<p><b>5. To promote greater integration of students in the qualitative process of the college.</b></p>	<p>With a view to facilitate greater representation of students in the quality process, the students wing of IQAC, christened as the Student Quality Assurance, was formed to facilitate greater permeation of quality initiative among the student and to promote participative management in the College. The SQAC was constituted by taking a representational proportion of students across all courses and all years to provide a systematic representation of the student community in the quality process.</p>
<p><b>6. To encourage faculty to be participative and engaging in Mentorship Programme</b></p>	<p>Workshop on 'Role of Mentorship in enhancements of student performance' was conducted by Dr. Mandeep Sharma, head of Psychology Department</p>
<p><b>7. It was planned to shift from manual purchase and procurement system to Digital e-tendering-procurement and purchase</b></p>	<p>Still in process</p>

14.	Whether the AQAR was placed before statutory body? Name of the statutory body: Date of meeting(s):	<b>Yes</b> <b>Administrator</b>
15.	Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning? (Yes/No): Date:	<b>No</b> <b>NA</b>
16.	Whether institutional data submitted to AISHE: (Yes/No) Date of Submission:	<b>No</b> <b>NA</b>
17.	Does the Institution have Management Information System?	<b>Yes</b>

### 1. **Personal Management System**

This module aims at providing one platform for the management of Teaching and Non-Teaching staff members. All the information and details of the staff are maintained. It includes information for faculty leave records, leave encashment, seminars and workshops attended, books authored, research publications and other academic and non-academic contributions made by the faculty.

### 2. **Financial Accounting Management System**

The college uses computerized accounting module for all its financial accounting functions like budgeting and allocation of funds, voucher details, bank reconciliation, monthly report generation, payment and receipt records, and other such functions.

### 3. **Library Management System**

- Book Lending issue/return to user
- Current awareness service
- Selective dissemination service
- Reprographic service ( Photo Copy)
- N-LIST
- DELNET

### 4. **Student Management System**

It allows management and query based system of students profile, analysis of student performance, class participation and more such metrics at class and college level, internal assessment, feedback, e-learning and assignments.

### 5. **Pay roll System**

It includes pay register, bank transfer register, arrears, advances and loans, allowances, income-tax calculations, generation of form 16, reconciliation of tax payments.

## 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.**

Institution has the mechanism for well-planned curriculum delivery and documentation. While the academic curriculum and its calendar is governed by IGU Meerpur, its delivery involves careful introspection and sustained implementation of the planning and delivery process over the period of the academic year. The assiduous planning by the college precedes punctilious delivery by faculty members. The college meticulously develops action plans taking into account the objectives of the curriculum, the number of teachers and students and infrastructure available. Before the commencement of the academic year, the Time-Table Committee of the college headed by the Time- Table-Incharge, plans and ensures effective and timely implementation of the curriculum through infrastructural planning in terms of aspects such as number of classrooms, availability of books and academic resources. Faculty has the freedom to decide the pace and transmission of the curriculum within the time frame and requirements of the University. The academic plan is transitioned into effective action through lectures, presentation, assignments, seminars, workshops and discussions. College views the teaching-learning process as the most important to perform. The crucial aspect of excellence at KLP is the quality of a teaching-learning program that is not restricted to classroom but includes a range of enrichment activities. Within the constraints by the parent university IGU, Meerpur. KLP college exercises its relative autonomy to create uniquely enabling experiences to help each student to accomplish the generic goal of education and specific course objectives and learning outcomes. Teaching-learning is student-centric, highly interactive, blending a variety of methods including ICT where suitable. Tutorials, continuous assessment and mentor-mentee interactions are used to identify students' learning difficulties and special needs. Every student receives adequate support through media and bridge courses to help her or him catch-up. Priority is given to enhancement language proficiency and communication skills through specially designed courses. Creative teaching learning within the classroom and enrichment activities beyond the classroom have ensured successful achievement of learning outcomes. With peer support and formal capacity building programmes the faculty have been adequately motivated, oriented and professionally enabled to handle changes in the syllabi. Under CBCS, the college has leveraged the system to provide students maximum available flexibility in choice of course. Proper monitoring and timely procurement has ensured students to have the necessary course material. The college has taken the quantum leap in digital infrastructure to remain on the leading edge

as knowledge based community, leveraging e-resources. Partly Wi-Fi enabled campus and excellent student-computer ratio has given the additional boost. KLP views beyond- the- classroom activities as essential for nurturing talent and developing a sense of social responsibility, soft skills and leadership qualities. Assignments, projects and presentations are integrated to judge students' course specific achievements.

We devote 4 classes to curriculum, 20 lectures to tutorials and 20 lectures to G.D. and other criterions. We depend on online teaching and other activities also. Documentation is maintained in the form of attendance records and analysis. Further, as a review mechanism Departmental meetings, Advisory Board and informal feedback mechanism ensures changes in the strategy and action plan, if any, are incorporated on a timely and need-oriented basis.

A liberal two-way feedback system ensures vibrancy in the pedagogy, to be student and learning centric.

### 1.1.2 Certificate/ Diploma Courses introduced during the Academic year

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
NA	NA	NA	NA	NA

## 1.2 Academic Flexibility

### 1.2.1 New programmes/courses introduced during the Academic year

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
NA	NA	NA	NA

### 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	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
B.Com. Hons	Yes		2019-20	Yes	
M.Com		Yes	2016-17		Yes
M.A. Geography		Yes	2016-17		Yes
M.A. Hindi		Yes	2016-17		Yes
Already adopted (mention the year)					



1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year		
	Certificate	Diploma Courses
No of Students	NA	NA

### 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
NA	NA	NA

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

Project/Programme Title	No. of students enrolled for Field Projects/ Internships
Summer Training	34 ( BBA 5 <sup>th</sup> Semester)

### 1.4 Feedback System

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

1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes/ No	Yes/ No	Yes/ No	Yes/ No	Yes/ No
<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>

Through mentor-mentee interactions. Each student (mentee) is assigned a faculty mentor with whom they interact whenever they need to or wish to. In addition students can make their views known through their class representatives.

#### 1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution?

The college encourages feedback from all constituent units of college viz. the students, faculty members, non-teaching staff, parents, alumni, employers and other stakeholders. The college employs a systematic feedback mechanism to harness its effectiveness. It also holds itself accountability to the society at large. The college makes an effort to be transparent and culturally sensitive.

The feedback is taken at various levels viz. the institutional level, the IQAC level the departmental level and the individual unit level. This is a critical exercise, as analysis of the feedback data is important information available to the teachers to assess the aspects that need to be worked upon. It helps fill an important gap between what actually takes place in the classroom. We believe it is one of the most powerful instruments available that makes a teacher student relationship two ways. We also understand that feedback process is a dynamic exercise. Thus the IQAC reviews the questionnaire in each semester

to minimize errors in data collections. IQAC uses the feedback data as a critical input in designing plans for improvements of curriculum delivery. Feedback on college facilities is shared with the administration to improve the college infrastructure.

The mode of feedback is both manual (offline) and online. In the online mode, feedback is taken through the institutional website and mails sent periodically to the stakeholders from time to time. The college has an email address dedicated to general queries and other feedback. The IQAC solicits quality based feedback and suggestions from faculty, non-teaching staff, parents of the students, alumni and employers through online feedback forms. This feedback is analyzed to develop the roadmap for the academic year ahead and align the interests of various stakeholders with the institutional interests. Further, departmental level feedback is taken from faculty and students to enhance the teaching-learning process.

In the manual method various feedback boxes have been installed at strategic places such as IQAC office, Administrative office, Library and Placement cell. These feedback boxes are opened periodically and the feedback so received is duly recorded. The analysis of such feedback is done on an institutional level and in case of any grievance the appropriate department initiates an enquiry and proposes suitable action to be taken by the Principal.

## **CRITERION II -TEACHING-LEARNING AND EVALUATION**

### **2.1 Student Enrolment and Profile**

#### **2.1. 1 Demand Ratio during the year(2019-20)**

<b>Name ofthe Programme</b>	<b>Number of seats available</b>	<b>Number of applications received</b>	<b>Students Enrolled</b>
B.A.	640	1771	496
B.Sc. Medical	160	468	96
B.Sc. Non.-Med.	320	1206	278
B.Sc. Non.-Med. (Self-Finance Course)	60	135	10
B.Sc. Bio -Tech.	40	82	7
B.Com. ( Pass Course)	240	783	210
B.Com. ( Hons.) (Self- Finance Course)	60	202	44
BBA (Self- Finance Course)	80	185	44
BCA (Self- Finance Course)	120	175	40

BJMC (Self- Finance Course)	40	19	3
M.Com. (Self- Finance Course)	40	177	30
M.A. ( Geography) (Self- Finance Course)	40	82	16
M.A. ( Hindi) (Self- Finance Course)	40	49	8

## 2.2 Catering to Student Diversity

In the academic year 2019-20 DGHE Haryana offered a Centralized online pre-admission form for admission, where the candidates applied for no. of courses and colleges. Total no. of about 5500 applications were received.

### 2.2.1. Student - Full time teacher ratio (current year data 2019-20)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
<b>2019-20</b>	<b>3308</b>	<b>107</b>	<b>125</b>	<b>11</b>	<b>Nil</b>

## 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
<b>48</b>	<b>48</b>	<b>Yes</b>	<b>01</b>	<b>02</b>	<b>Web link by MHRD, PPT, Projector, Laptop, Digital Camera, Tablet, E -journals, E -Book, E-Content- pdf ,web pages etc.</b>

### 2.3.2 Students mentoring system available in the institution? Give details.

We at K.L.P. completely understand the need to provide a structured mentorship program to our students to achieve the primal and vital objective of facilitating a smooth crossover from sheltered school atmosphere to the unchartered and uncertainty ridden professional arena. Our students from different socio culture and economic backgrounds have varied aspiration levels and ability mixes not to mention the psychological and personal dilemmas that can be potential path changers at this stage of life. So the need of the hour is to appreciate their different needs, provide concerted attention to overcome such challenges and assist students develop the required skills, knowledge and perspectives to be able to analyse opportunities, make informed choices, embrace tough situations and have a sense of purpose towards career and life in general. K.L.P. college has adopted and implemented a mentoring system as a student support measure. The system, though flexible, functions along well defined lines.

In the beginning of the session we organize a 'Mentor orientation meeting' under the guidance of our Psychology Department. Each faculty member is the mentor of a group of 25-30 students allocated to him/her. The teacher mentor collects personal information from the ward without touching sensitive issues or forcing any information out of the wards and then provides the needed counseling to the wards. Critical issues are brought in the notice of the psychology head of the department. A documented record of the mentoring process is maintained.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
<b>3415</b>	<b>125</b>	<b>1:30</b>

### 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.
<b>75</b>	<b>48</b>	<b>27</b>	<b>Nil</b>	<b>30</b>

**2.4.2 Honours and recognitions 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
2019	Dr. Mandeep Sharma	Assistant Professor	Psychology - Prof. Deepak Bhatt award for best paper presentation in 23 <sup>rd</sup> International Conference (Indian Academy of Applied Psychology (IAAP), KUK.

**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

course	date of start classes in even semester	End of even semester	date of start classes in odd semester	End of even semester	No. of Total Teaching days
UG	26/07/2019	15-11-19	04-01-2020	07-03-2020+online teaching	90 days+ 90 days
PG	01-08-2019	30-11-2019	15-01-2020	07-03-2020+online teaching	90 days+ 90 days

<b>Programme Name</b>	<b>Programme code</b>	<b>Semester/year</b>	<b>Last date of the last semester-end/year-end examination</b>	<b>Date of declaration of results of semester-end/year-end examination</b>
B.A	NA	V1	16-09-2020	
B.Com	NA	V1	11-09-2020	
B.Sc.(NM)	NA	V1	17-09-2020	
B. Sc(Med.)	NA	V1	17-09-2020	
BCA	NA	V1	10-09-2020	
BBA	NA	V1	10-09-2020	
B.Com(H)	NA	V1	11-09-2020	
BJMC	NA	V1	09-09-2020	
B.Sc.(Biotech)	NA	V1	17-09-2020	
MA(Hindi)	NA	V1	22-09-2020	
MA(Geog)	NA	V1	22-09-2020	
M.Com	NA	V1	22-09-2020	

#### 2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level.

Being a constituent college of I.G. University, Rewari, we are bound by the procedures prescribed by the university with respect to internal assessment of students. The internal assessment grades or marks are combined with the semester end examination marks to compute the consolidated semester grades/marks. However, it is our constant endeavor to promote among teachers a culture that encourages continuous evaluation in some form or the other. The consequences of such a strategy are positive and to say the least two fold. On the one hand such interventions are likely to catalyze constant and consistent efforts on the part of students and at the same time it enhances the productivity of their efforts by providing ample space for corrective action. Given the working of the semester system where each teaching day forms a substantial proportion of the total teaching per semester; slight slip on the part of the student can derail his/her preparations and suck him into a downward spiral with very undeserved consequences. A system of continuous internal evaluation serves like an alarm or sounding system that alerts the

student while there is scope for corrective action. This continuous evaluation may take the form of class tests written assignments, quizzes and participation in class discussions (as per need of the course) that result in a consolidation of the underlying assets learnt in class. The mentorship program run by the college also compliments this process as mentees are encouraged to discuss progress with their mentors who in turn with their experience are in a good position to suggest corrective action while there is time. To the extent possible the mentorship program is scheduled in accordance with the objective.

### 2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters.

Detailed academic calendars are prepared for both the odd and even semesters by each department and a consolidated calendar is also framed. The calendars allow each department to plan the academic and cocurriculum activities in a systematic and cohesive manner. It records the days allocated for Assignments, Seminars, Department fests, Mentorship programs etc. The college's internal academic audit ensures that these calendars are in place preferably before the beginning of the semester.

## 2.6 Student Performance and Learning Outcome

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 web link)

Sr. No.	Name of Course
1.	Bachelor of Arts
2.	Bachelor of Science:- B.Sc. Medical , B.Sc. (Non. Medical), B.Sc. (Non Medical) S.F, B.Sc. (Bio- Tech.) S.F.
3.	Bachelor of Computer Application
4.	Bachelor of Business Administrator
5.	Bachelor of Journalism & Mass Communication
6.	Bachelor of Commerce:- B.Com. (Pass Course), B.Com. (Hons.)
7.	Master of Commerce
8.	Master of Arts: - M.A. (Geography), M.A. (Hindi)

### 2.6.2 Pass percentage of students

Session-2018-19				
Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
	B.A.	264	70	26.5

	B.Com.	210	98	47
	B.Sc.	252	188	74
	B.B.A.	41	32	78.05
	B.C.A.	64	32	50
	B.Com. (Hons.)	62	53	85.48
	B.Sc. (Biotech)	NA	NA	NA
	M.Com.	36	32	88.89
	M.A. (Hindi)	18	16	88.89
	M.A. (Geography)	32	17	53.13

## 2.7 Student Satisfaction Survey

### 2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance

#### **Student feedback form IQAC**

The students' feedback form was planned for improving the quality of teaching and learning process which strengthens the academic standard of the college. The main objective of the students' feedback survey was to analyse and improve in teaching in future. The purposive total sample of 275 students was taken in this feedback with having more than 75% attendance in their classes during the current session (2019-20). The UG students were taken from Commerce, Arts and Science streams. The age of the participants varied from 19 to 21 years with the mean age of 20.2 years. The feedback form has 20 parameters about teaching and learning process with four point scale options i.e. average, good, very good, and excellent.

#### **Observations in feedback by the students**

Findings/observations are discussed by data collected in survey through questionnaire. First, the students were asked about systematic completion of syllabus in time, in a way that they were given the response in the options such as average, good, very good and excellent. We found that most of the students gave response as very good & excellent (97%) in this parameter. However another parameter was considered in the feedback as regularity in taking class by the teachers. As feedback received by the students, 96% students confirmed the punctuality of the various class teachers as respondent behavior on very good /excellent level. The overall response explored commitment as well as determination of the faculty members for the qualitative teaching and learning in the college campus.

An attempt was made to assess the degree of percentage between student's perception regarding association of institute with their acceptance level of new teaching & learning skills in concern College. Observations clearly indicated students' satisfaction in all parameters/questions included in feedback



form for enhancement in qualitative teaching and learning outcomes.

The main objective of this feedback is to find out the students' perception level for the teaching learning process as adopted by the college. The students expressed their high satisfaction level for syllabus completion, regularity in class taking approach, assignments/class tests, teaching methodology adopted by the particular teacher, communication skills and self-confidence of the class teacher and overall effectiveness of the teacher in the class. Some points/parameter of teaching need improvement as mentioned by the respondents in this feedback such as use of teaching aids i.e. PPT/models etc., lab and practical work. They may be in regular monitoring system with originality of written material, more focus on individual's problems (student), use innovation in teaching skills with e-technology and digital learning approaches.

### CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 Resource Mobilization for Research

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored Projects	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students Research Projects <i>(other than compulsory by the College)</i>	-	-	-	-
International Projects	-	-	-	-
Any	-	-	-	-

other(Specify)				
Total	-	-	-	-

### 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 Deptt.	Date(s)
-	-	-

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

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award
-	-	-	-

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

Incubation Centre	Name	Sponsored by
-	-	-
Name of the Start-up	Nature of Start-up	Date of commencement
-	-	-

### 3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International
NA	1. Psychology - Prof. Deepak Bhatt award for best paper presentation in 23 <sup>rd</sup> International Conference (Indian Academy of Applied Psychology (IAAP), KUK. (Dr. Mandeep Sharma Assistant Professor) Feb., 2019.	NA

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

Name of the Department	No. of Ph.Ds. Awarded

Library and Information Science	01
---------------------------------	----

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

	Department	No. of Publication	Average Impact Factor, if any
National	Commerce	2	3.767
International	Chemistry	1	7.177
	Chemistry	1	5.614
	History	1	5.1
	History	1	6,76
	Commerce	1	3.52
	Maths	1	26.914

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

Department	No. of Publication
Chemistry	01
Hindi	01
Maths	01

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

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citation excluding self-citations	Institutional affiliation as mentioned in the publication
1.Isolation and Characterizati	Dr. Abhay Singh	EPRA International Journal Of	2019	Google Scholar Impact	KLP College Rewari		KLP College Rewari

on of the Pharmaceutic ally Important Naturally Occurring Acid from the Stem of Acacia Nilotica		Multidisciplin ary Research		Factor- 5.614			
2. Isolation and Characterizati on of the Pharmaceutic ally Important Naturally Occurring Amine from the Stem of Acacia Nilotica	Dr. Abhay Singh	International journal of Research In Applied Science & Engineering Technology	2019	Impact Factor- 7.177	KLP College Rewari		KLP College Rewari
3. Mughal Samrajya Ki DakshinNeeti	Dr. Sunil Yadav	Drishtikon	2019	Impact Factor- 5.1	KLP College Rewari		KLP College Rewari
4. Mughal ChitrakalaKaI thasEvamPas hchimiPrabha v	Dr. Sunil Yadav	European Journal of Business and Social Sciences	2019	Impact Factor- 6.76	KLP College Rewari		KLP College Rewari
5.Priority Sector Landing and Non-	Dr. Mamta Sharma	PuravMimans a	2019	Impact Factor- 3.765	KLP College Rewari		KLP College Rewari

Performing Assets of Public Sector Banks In India							
6. Impact of Outer Velocity MHD Slip Flow and Heat Transfer of Nano fluid Past a Stretching Cylinder	V Vinita and Vikas P oply	Materials Today: Proceedings	2019	Elsevier Impact Factor- 26.914	KLP College Rewari		KLP College Rewari

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

Title of the Paper	Name of the author	Title of the journal	Year of publication	H-index	Number of citations excluding self-citations	Institutional Affiliation As mentioned in the Publication.
-	-	-	-	-	-	-
-	-	-	-	-	-	-

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

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	24	39	-	-
Presented papers	22	39	-	-

Resource Persons	-	-	-	-
<b>3.4 Extension Activities</b>				
3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year.				
Title of the Activities	Organizing unit/ agency/ collaborating agency	Number of teachers co- <b>ordinated</b> such activities	Number of Students Participated in such activities	
Awareness Seminar on HIV AIDS On 30.09.2019	Youth Red Cross of KLP College/ Integrated Counselling and Testing Center Rewari	01	50	
Blood Donation Camp On 19.09.2019	Youth Red Cross of KLP College/ District Red Cross Rewari and Blood Bank Civil Hospital Rewari	01	90	
World Mental Health Fortnight & Poster Competition On 10.09.2019	Youth Red Cross of KLP College/ Health Department Rewari	01	34	
Pit formation activity under 'Jal Shakti Abhiyan'on 19.09.2019	'Jal Shakti Abhiyan' by Government of Haryana	02	50	
Calibration & Awareness of International Yoga Day	NCC Unit of KLP College/ AyushMantralaya	01		
Pit formation activity under 'Jal Shakti Abhiyan'on 24.09.2019	'Jal Shakti Abhiyan' by Government of Haryana	02	36	

--

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
-	-	-	-

3.4.3 Students participating in extension activities with Government Organizations, Non-Government Organizations 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 <b>coordinated</b> such activities	Number of Students Participated in such activities
Vidhan Sabha Election 21.10.2019	NSS/ Election Commission	Booth Level Duties	01	10
Run for Unity on 31.10.2019	Ekta Diwas	Awareness Run	02	35 Volunteers + 100 Students and Teachers
Telecalling during Covid 19	NSS	Telecalling	01	25

### 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

-	-	-	-	
3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year.				
<b>Nature of linkage</b>	<b>Title of the linkage</b>	<b>Name of the partnering institution/industry/ research lab with contact Details</b>	<b>Duration (From-To)</b>	<b>Participants</b>
Project work	Summer Training	Austro Labs LTD., Austro house , A-4, Puspanjali enclave, Pitampura, New Delhi-110034, Website- <a href="http://www.Austrolabs.com">www.Austrolabs.com</a>	05.06.2019 to 04.07.2019	Mr. RaghavGoyal
Project work	Summer Training	Zonal office- Future Life Style Fashions LTD. P. NO. 82, Sector-32, Gurgaon-122001, Website- <a href="http://www.futurelifestylefashions.co.in">www.futurelifestylefashions.co.in</a>	15.06.2019 to 31.07.2019	Mr. PankajYadav
Project work	Summer Training	Dantal Hydraulics Pvt.Ltd., Plot no 50, Sector-03, IMT Manesar-22050 Haryana, Ph. No. 911244581800, Website- <a href="http://www.dantal.in">www.dantal.in</a>	15.06.2019 to 31.07.2019	Mr. VipinYadav
Project work	Summer Training	Dorset Industries Pvt. Ltd. Bhorakalan, Binola industrial Area, NH-8 Gurugram-1224013, Ph. NO. 911244567890, Website <a href="http://www.dorsetindia.com">www.dorsetindia.com</a>	05.06.2019 to 04.07.2019	Mr. Ravikant
Project work	Summer Training	Rockman Industries Ltd., Plot. No. 34, Sector-5, Phase-2, Growth Center, Bawal, Rewari-123501, Ph. No. 911284269700, website- <a href="http://www.rockman.in">www.rockman.in</a>	10.06.2019 to 10.07.2019	Mr. Monu
Project work	Summer Training	Sunbeam Auto Pvt. Ltd. , Plot no. SP1-D, Riico Ind. Area, TapukaraBhiwadi, Distt. Alwar( Rajasthan) 301707, Ph. No.	10.06.2019 to 10.07.2019	Mr. Ravi Kumar



		01493245745-46, Website- <a href="http://www.sunbeamauto.com">www.sunbeamauto.com</a>		
Project work	Summer Training	Life Viva Wellness Pvt. Ltd. SCO A-3, Second /floor, Suncity Town ship, Sector- 6,7, Rewari, Ph No. 8930200204, Website <a href="http://www.lifevivawellness.com">www.lifevivawellness.com</a>	01.07.2019 to 31.07.2019	Mr. Vikram Saini
Project work	Summer Training	Florida Elecrical Ind. Ltd. F-455,456,457,RIICO Ind. Aera, Phase-1, Bhiwadi- 301019(Rajasthan) PH. N. 911493510899, Website <a href="http://www.floridaindustries.in">www.floridaindustries.in</a>	05.06.2019 to 04.07.2019	Mr. Piyush Sharma
Project work	Summer Training	JTEKT India Ltd. 38/6, Delhi Jaipur road, NH- 8, Gurugram, 122001, Haryana, Ph. No. 911244685000, website- <a href="http://www.jtekt.co.in">www.jtekt.co.in</a>	01.06.2019 to 31.07.2019	Mr. SachinChoudha ry
Project work	Summer Training	TS Tech Sun Rajasthan Pvt. Ltd SP-2, 5&6,NIC ( Majrakath) Neemrana, Japanese Zone, Distt. Alwar, Rajasthan 301705, Ph. No. 01494678888	01.06.2019 to 31.07.2019	Mr. PawanYadav
Project work	Summer Training	Pluss Advanced Tech. Pvt. Ltd. Plot no. 35, Sec.- 14, GC Bawal, Phase -2, Haryana 123501, Ph. No. 01284264391, website- <a href="http://www.pluss.co.in">www.pluss.co.in</a>	10.06.2019 to 10.07.2019	Mr. SurajRathi
Project work	Summer Training	Mitsuba Sical India Pvt. Ltd. Unit-II, Village Pathradi, Bilaspur- tauru Road, Gurugram 122413 Haryana, Ph. No. 911242641000	05.06.2019 to 04.07.2019	Mr. AkhilBateja
Project work	Summer Training	Mindarika Pvt. Ltd. Vill. NawadaFatehpur,PO. SikanderpurBadda, Near IMT Maneser and Police	04.06.2019 to 04.07.2019	Mr. MohitYadav

		station, Distt. Gurugram, 122004, Website. <a href="http://www.unominda.com">www.unominda.com</a>		
Project work	Summer Training	Lucas TVS Pvt. Ltd. Vill. - Masani, Distt. Rewari, Haryana 122106, Ph. No. 01274240044	05.06.2019 to 04.07.2019	Mr. Ankit
Project work	Summer Training	Rockman Industries Ltd., Plot. No. 34, Sector-5, Phase-2, Growth Center, Bawal, Rewari-123501, Ph. No. 911284269700, website- <a href="http://www.rockman.in">www.rockman.in</a>	10.06.2019 to 10.07.2019	Mr. Sudhir Kumar
Project work	Summer Training	BAIHE Medical India Pvt. Ltd. 5 <sup>th</sup> Floor, Unit no. -527, DLF Star tower, Sec. 30, Gurugram 122001, Ph. No. 911244253295, wesite- <a href="http://www.baihemedicalindia.com">www.baihemedicalindia.com</a>	05.06.2019 to 03.07.2019	Mr. Naveen Kumar
Project work	Summer Training	BK Printing Pvt. Ltd. Plot No G1-896, RIICO Ind. Area, Chopanki-301019, Distt. Alwar, Rajasthan Ph. No. 07665542000	05.06.2019 to 04.07.2019	Mr. Raman Sharma
Project work	Summer Training	Yazaki Wiring Tech. India Pvt. Ltd. P. No. A 120-121 RIICO Industrial Area, Bhiwadi Phase-1, Distt. Alwar Rajasthan, 301019, Website <a href="http://www.yazaki-group.com">www.yazaki-group.com</a>	05.06.2019 to 03.07.2019	Mr. NitinYadav
Project work	Summer Training	BS Enterprises, Old Manesar Road, Near OBC Bank, Khandsa Road, UdyogVihar Indus. Area, Phase -6, Sec. 37, Gurugram Haryana 122001, Ph no. 91124426609	05.06.2019 to 06.07.2019	Mr. RohitKukerja
Project work	Summer Training	Super India Global Logistics Pvt. Ltd. 523/21 Shanti Nagar Colony, Opp.- Iron footbridge, NH-8, Near Rajiv Chowk, Gurugram, Haryana 122001	07.06.2019 to 03.07.2019	Mr. Manjeet Singh
Project work	Summer Training	CaparoMaruti Ltd. P. No. 85-102, Sec. -07, HSIIDC Indus. Growth	06.06.2019 to 05.07.2019	Mr. Satpal

		Center, Bawal, Distt. Rewari 123501, Ph. No. 911284264393-95, Website- <a href="http://www.caparo.co.in">www.caparo.co.in</a>		
Project work	Summer Training	Mitsuba Sical India Pvt. Ltd. Unit-II, Village Pathradi, Bilaspur- tauru Road, Gurugram 122413 Haryana, Ph. No. 911242641000	05.06.2019 to 04.07.2019	Mr. Akhil Bhatia
Project work	Summer Training	TS Tech Sun Rajasthan Pvt. Ltd SP-2, 5&6,NIC ( Majrakath) Neemrana, Japanese Zone, Distt. Alwar, Rajasthan 301705, Ph. No. 01494678888	05.06.2019 to 04.07.2019	Mr. RishabhSinghal
Project work	Summer Training	JTEKT India Ltd. 38/6, Delhi Jaipur road, NH- 8, Gurugram, 122001, Haryana, Ph. No. 911244685000, website- <a href="http://www.jtekt.co.in">www.jtekt.co.in</a>	01.06.2019 to 24.07.2019	Mr. Sonam Saini
Project work	Summer Training	SKH Metals Ltd. 003-007, Ground Floor, Tower –D, Global Buss. Park, Gurugrame Haryana 122002, Ph. No. 911242625200, Website – <a href="http://www.Skhgroup.co.in">www.Skhgroup.co.in</a>	11.06.2019 to 10.07.2019	Mr. Raj Kumar
Project work	Summer Training	TDK Navitasys India Pvt. Ltd. P. No. 32, Sec. 05, Phase 2m HSIIDC Indus. Growth Center Bawal 123501, Haryana,	01.06.2019 to 02.07.2019	Mr. Mokshit Sharma
Project work	Summer Training	MusashiAuto Parts Pvt. Ltd. P. No. 33- 35& 46 -60, Sec. 07, Indus. Growth Centre, Bawal, Distt. Rewari Haryana 123501, Ph. NO 01284268200, Website- <a href="http://www.musashi.co.in/">www.musashi.co.in/</a>	10.06.2019 to 10.07.2019	Mr. ParteekNarula
Project work	Summer Training	Rane NSK Steering Systems Pvt. Ltd. P. No. 28A, Sec. 06, HSIIDC Growth Center	05.06.2019 to 04.07.2019	MsKanchanVer ma

		,BawalDistt. Rewari 123501, ph. No 01284264281-82		
Project work	Summer Training	AG Industries Bawal Pvt. Ltd. P. No. 97-102 & 116-121, Indus. Growth Center , Sec. 6, Bawal 123504, Distt. Rewari Haryana, Ph. No. 01284264569/73	04.06.2019 to 03.07.2019	Ms. Aditi Gupta
Project work	Summer Training	SKRUWIN Engineering Pvt. Ltd. E 672, RIICO Indus. Area, Near Sean Power Chowk, BhiwadiRahasthan , Ph. No. 9314097916	03.06.2019 to 02.07.2019	Ms. PoonamKumari
Project work	Summer Training	AG Industries Bawal Pvt. Ltd. P. No. 97-102 & 116-121, Indus. Growth Center , Sec. 6, Bawal 123504, Distt. Rewari Haryana, Ph. No. 01284264569/73	06.06.2019 to 15.07.2019	Ms. Madhu Gupta
Project work	Summer Training	Hero Moto Corp. Ltd. Vill. Malpura Delhi- Jaipur Highway, Dharuhera, Rewari Haryana 123106, Ph. No. 911274264000, Website <a href="http://www.heromotocorp.com">www.heromotocorp.com</a>	05.06.2019 to 06.07.2019	Ms. Nisha
Project work	Summer Training	Agrawal Metal Works Pvt. Ltd., Jhajjar Road , Rewari Haryana 123401, Ph. 911274253401	05.06.2019 to 06.07.2019	Ms. Sunena
Project work	Summer Training	AG Industries Bawal Pvt. Ltd. P. No. 97-102 & 116-121, Indus. Growth Center , Sec.	06.06.2019 to 15.06.2019	Ms. Simran

		6, Bawal 123504, Distt. Rewari Haryana, Ph. No. 01284264569/73		
--	--	--	--	--

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 and Activities	Number of students/ teachers participated under MoU
Hansraj College, Delhi		AQAR	

#### 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
NIL	NIL

4.1.2 Details of augmentation in infrastructure facilities during the year.

Facilities	Existing	Newly added
Campus area	17.78 Acre	-
Class rooms	40	-
Laboratories	22	-
Seminar Halls	02	-
Classrooms with LCD facilities	06	-
Classrooms with Wi-Fi/ LAN	02	-
Seminar halls with ICT facilities	02	-
Video Centre	01	-
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	Nil	-

Value of the equipment purchased during the year (Rs. in Lakhs)	Nil	-
Others		

#### 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	In Process	KOHA	2020 (In Process)

4.2.1 Library Services:	2018-2019		2019-2020		Total	
	Existing		Newly added			
	No.	Value	No.	Value	No.	Value
Text Books including Reference Books	67388	413279	Nil	Nil	67388	413279
e-Books	-	-	25809	5900	25809	5900

#### Self- Finance Library

##### 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	In Process	KOHA	2020 (In Process)

4.2.2 Library Services:	2018-2019		2019-2020		Total	
	Existing		Newly added			
	No.	Value	No.	Value	No.	Value
	No.	Value	No.	Value	No.	Value
Text Books	27708	5681746	-	-	27708	5681746
Reference Books	162	10788	-	-	162	10788
e-Books	-	-	-	-	-	-
Journals	8	23972	8	24783	8	24783
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-

Library automation	-	-	-	-	-	-
Weeding(Hard &Soft)	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

### 4.3 IT Infrastructure

#### 4.3.1 Technology Upgradation (overall)

	Total Comp.	Comp. Labs	Internet	Browsing Centres	Comp. Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	166	5	10	-	-	10	10	10	-
Added	-	-	-	-	-	-	-	-	-
Total	166	5	10	-	-	10	10	10	-

#### 4.3.2 Bandwidth available of internet connection in the Institution.

.....10..... 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

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

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e - content
Nil	Nil	Nil	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 maintenanceof academicfacilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities

<b>Rs. 93,200/-</b>	<b>Rs. 82,300/-</b>	<b>Nil</b>	<b>Nil</b>
<b>Rs. 97,500/-</b>	<b>Rs.84,124/-</b>	<b>Nil</b>	<b>Nil</b>

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The policy of the college is to fulfill and upgrade the infrastructural requirements as and when such need arises various committees of the college are constituted to plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized. These include.

- Advisory Committee
- Timetable Committee
- General Purchase/Procurement Committee. (This is decentralized)
- Building Committee.
- Library Committee

The college ensures regular maintenance and upkeep of all infrastructural facilities. The maintenance work is carried out by trained in-house experts as well as outsourced to appropriate outside agencies. A full time caretaker is appointed by the college to ensure the cleanliness, hygiene, sanitation, water supply, electricity, security and to update the Principal of the institution about the current/daily state of affairs. Furniture and equipment are purchased on regular basis as per the requirements. The college has its own fulltime electrician, peons, watchmen, sweepers and gardeners. The college has appointed a senior Technical Assistant and a Computer Network Assistant to provide regular support services relating to computer hardware and software. Part time plumber ensuring adequate supply of water, functioning of bore-wells , pumping of water , regular cleaning of stored water and sewage drains, adequacy of facilities in washrooms, underground overhead tank and Industrial RO maintenance.

The decision in respect to proposals for initiating new programmes or activities in the college is taken in the Advisory Committee meetings. The decisions are taken to the Governing body for approval. The time table committee evaluates the possibility of rational and optimal use of time and space available. Rooms of different sizes are allotted in accordance with are size of the classes. They make recommendations periodically about the need for expanding the existing space, remodeling or re-using the existing space. Further suggestions are made for the most efficient use of the time frame, keeping in mind the need to



balance academics, co-curricular and extra-curricular activities.

## 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
<b>Financial support from institution</b>	Haryana State Merit Scholarship (2019-20)	36	1,29,600/-
	Stipend Schemed for Grand Children of Freedom Fighter(2019-20)	3	42,000/-
<b>Financial support from other sources</b>			
a) National	Sitram Jindal Foundation Scholarship (2019-20)	02	12,000/-
b) International	Nil	Nil	Nil

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Personal Counselling and Mentoring	15.02.2020	480	IIT Alumni. Delhi
Soft Skill Development	22.02.2020	284	Mr. Nikunj Aggarwal, C.A.
Vocational Guidance	17.07.2019	300	District Employment officer
Awareness Programme Regarding New Motor Vehical Act	27.09.2019	60	District Administration Rewari
Bridge courses	01.10.2019	200	LIC
Seminar on Character and Nation Building	17.10.2019	400	OCL
Bridge courses	19.10.2019	100	I.G. University,

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 by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
-	-	-	-	-	-

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	No. of grievances redressed	Average number of days for grievance redressal
15	15	$15/230 \times 100 = 6.52$

## 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
Axix Bank, Rewari	25	01	-	-	07

5.2.2 Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated	Department graduated from	Name of institution joined	Name of Programme admitted to
2019-20	80%	B.A., B.Com.,	KLP College,	Different	M.A, M.Sc. &

		B.Sc., BBA, BCA, B.Com. Hons.	Rewari	Universities and Colleges	M.Com., MBA, MCA
--	--	-------------------------------------	--------	------------------------------	---------------------

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	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	10	View File
SET	-	-
SLET	-	-
GATE	-	-
GMAT	-	-
CAT	-	-
GRE	-	-
TOFEL	-	-
Civil Services	-	-
State Government Services	15	View File
Any Other	-	-

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

Activity	Level	Participants
Inter College Cricket Tournament	Inter College Level	10 Teams
Talent Hunt	College Level	110 Participants

### 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/ Internatio nal	Sports	Cultural	Student ID number	Name of the student
2019-20	Zonal Level Youth Festival			Clay Modelling Photography Sanskrit	20097 10001 10314	PushpaChohan Siddharth Pulkit Sharma

				ShlokUcharan Poetic Recitation (Eng.) Mehandi On Spot Painting Poetic Recitation (Punjabi) Poetic Recitation (Urdu) Symposium Debate Hindi	20023 20071 10037 10029 10314 20064 10035	FalguniJangra Muskan Ashish Mahlawat SurajYadav Pulkit Sharma Shweta KeshavJamdag ani
	Inter College Quiz Contest			Cultural	620001 610003 510031	Payal Mayank Aggarwal Anikit
	Inter College Volley Ball Competition		Sports		.....	.....
	24 <sup>th</sup> Junior and 5 <sup>th</sup> U/23 Youth State Championship		Sports		20054 10370	Isha Deepansh
	Block Level Competition			Cultural	10035	KeshavJamdag ani
	Inter College Wrestling Competition		Sports		10238 10363 10220 10106 10022 20065 20090	Vijay Pal Komal Rahul Rajesh Lalit Naina Manju
	Inter University Cricket Competition (Men)		Sports		10099 10340 10064 10084 10169 10051 10112 10045 10044 10261 10112	Gourav Tushar Kuldeep Mahi pal Vishal Sahil Kamal Kishor Kamal Saini Ajay chhawari Dushyat Bharat
	Inter University Tea- Kwando (M&W) Competition		Sports		10200 10328 20015	Shubham Sahil Monika
	Inter University Handball (M&W) Competition		Sports		10284 10256 10258 10102 10384	Ankit Rohit Satpal Rinku Sahil

					10399 20065 20036 20089 20045	Dimple Kajal Tannu AnjuBala Sashi
	Inter University Football(M& W) Competition		Sports		20065 20044 20076 20105 20050 20065	Naina Tanisha Aarti Sonia Monika Kajal
	Inter University Korfbal(M& W) Competition		Sports		20038 20065  20010 20044 10261 10054 10135 10066 20032	Preeti Priyanka Shalu Anshu Tanisha Dushyant Sahil Amit Dhankar Nitin Ankita
	Inter University Boxing (M) Competition		Sports		10210 10132 10048	Tushar Sidharth Rahul
	Inter University Athletics (M) Competition		Sports		10016 10236 10390	Ankit Sharma AakashLamba Nitin Malik
	Inter University Fencing (M&W) Competition		Sports		10370 20054	Deepanshu Isha
	Inter University Shooting (M)Competiti on		Sports		10007	Rahul
	Inter University Power Lifting (M) Competition		Sports			Nitesh

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution.

As Such our college does not have an elected student council because elections are banned in Haryana.

But we have identified a set of students and provided them with a platform to hone their leadership qualities. These students are vested with the responsibility of helping the members of faculty and coordinating with the administration for effectively organizing and conducting the college programmes. Under the guidance of faculty members the common college activities are planned well in advance and are executed effectively by the nominated students. They take up their responsibilities seriously and discharge their duties effectively and earnestly. They play an important role in motivating other students to participate in all the initiatives and activities in the college. The community and administration play a vital role in effective functioning of the college.

College has a semi-structured calendar for student in the annual cycle. These events are led by the students and conceptualized in consultation with staff advisors. These events broaden the scope of education besides providing students to show-case their talent and learn managerial and organizational competencies.

The events can be classed as:-

Youth Festival, Different fests, Talent Hunt, Sports, Athletic Meet, Workshops, Teacher's day Celebration, Independence Day, Republic Day, Intra- College Competitions, Inter- College Competitions, Outstation events, Quiz Competitions, Exhibitions, Annual Day, Convocation Function etc.

Various academic and administrative bodies that have student representatives on them include NSS, NCC, YRC, Red Ribbon, Women Cell, SQAC, (IQAC), Legal Literacy Cell, Vatavaran, etc.

#### **5.4 Alumni Engagement**

5.4.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details:-**YES**

Yes, the college has its own registered body named NEEV which is registered with the Registrar of Societies. It is also registered as a charitable institution with the Commissioner of Income-Tax under section 12A of the Income-Tax Act,1964 and has been granted approval under section 806 of the Income-Tax Act. It is located in the college premises in Room No. 62 in Javitri Devi Teaching block.

The Alumni Association has been active for many decades although it has been formally registered recently. Alumni of KLP include over 250 members. The association organizes its annual meeting on the first Sunday of April each year and it is very well attended. KLP college has made a significant mark in various fields of endeavour and achieves notable milestones in administration, art and culture. The college is trying to identify areas of collaboration with alumni to enhance the number and quality of institution collaborations so that students can be benefited. College is seeking to actively engage its alumni in order to benefit from their experience in various fields.

We have created a Facebook page to reach out to our alumni. We are in process of creating a website for the same. We have invited several notable alumni to share their experience, expertise and wisdom with our students so that they may serve as role models to our students.
5.4.2 No. of registered enrolled Alumni: <b>250</b>
5.4.3 Alumni contribution during the year (in Rupees) : <b>Rs. 9,900/-</b>
5.4.4 Meetings/activities organized by Alumni Association : <b>02</b>
<b>CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT</b>
<b>6.1 Institutional Vision and Leadership</b>
The College Motto -vuq'kklu] ,dkxzrk] fo'okl( <b><u>Discipline</u>, <u>Concentration</u>, <u>Belief</u></b> ) steers students towards core educational values and operational objectives. These three words incorporated in the college logo enshrine the college's vision of what it must accomplish. K.L.P. College envisions to build and ensure a quality culture aimed at all round excellence at the institutional level. To give shape to this vision college, continually reaffirms and embraces its responsibility to build on its historic legacy of leadership in education. College envisions an academic, social, moral, spiritual and cultural education. It empowers students to be socially conscious and responsible with the fine tool of education they are made aware of their aim, vocation, career and life.
6.1.1 Mention two practices of decentralization and participative management during the last year.
The vital function of the college is attributed to administrative and academic activities. It is also supplemented with co-curricular activities such as dance, music, dramatics, poetry, sports, environmental awareness, placement etc. Almost all the responsibilities of the college adopt the practices of decentralization and participative management for academics and curricular aspects. College is distributed among various departments including Science, Arts, Commerce and sports at the major level. Within each department, committees are formed at the micro levels to ensure that different tasks such as workload, academic, auditing, library work, departmental activities etc. are completed in timely manner. Each committee comprises of a convener which is faculty from the college and members which include faculty and students of the college. Apart from providing quality education our curriculum ensures that students participate in various co-curricular activities like environmental awareness, respect for humanity, moral and ethical values etc., that play an indispensable role in overall development of student. Therefore, our college has various formal and informal entities like Women Cell, Placement Cell, Gender Sensitization Cell, Legal Literacy Cell, SC-ST cell, NSS, NCC, YRC, and Alumni Association etc. which comprises of a teacher as convener, a student as an incharge and some teachers and students as members. They all work together and come out with the participative events resulting in

productive and fruitful outcomes. Every year in the month of October, we organize Youth Festival at college level and University level. They are the most effective way of bringing youth under the same platform to enhance interaction and facilitate exchange of cultural ideas and thoughts. Apart from facilitating co-curricular activities committees also help to delegate the responsibilities such as admission of students, verification of certificates during admission, conduct of examination, maintaining discipline among students, during various events grievance issues, internal complains from staff and students, managing major college events etc. Each committee has a convener and members from the college faculty to look into respective matter of concern. Moreover, the college, regularly conducts Mentorship Program. Mentorship program, seeks to cater to students from diverse cultural and economic backgrounds. In the program, each faculty member counsels approximately 30 students so that they can take career decisions as well as opt for other secondary courses that can help in their skill enhancement. Furthermore, faculty members help these students to tide over the Psychological and personal dilemmas that are common at this stage of their life.

6.1.2 Does the institution have a Management Information System (MIS)? **Yes/No/Partial:**

**Partial**

## **6.2 Strategy Development and Deployment**

6.2.1 Quality improvement strategies adopted by the institution for each of the following:

### **❖ Curriculum Development:-**

The college is affiliated to I. G. University, Meerpur. Being an affiliated institution we have to adhere to the academic calendar prescribed syllabus and examination schedule announced by the University for different Courses. Eight Faculty members of our college are member of Board of Studies of different subjects in the I.G. University. The timetable committee prepares and allocates teaching periods to every department. The teacher –in-charge distributes the lecture and tutorial /practical periods among the individual teachers of the department. The distribution is done through a consultative process. The individual timetables are uploaded on the college website for easy access by the students. The room wise timetable is also encased and displayed outside the various departments

### **❖ Teaching and Learning:-**

The college holds itself accountable to the stakeholders; the students, their parents, serving faculty members, former staff, alumnae, the funding agencies and the parent university. It understands that it is answerable also to the society at large. The college endeavors to be fair, transparent and culturally sensitive in all that it undertakes. Through the college website, it announces relevant policies decisions and data for public knowledge. The foremost objective of education at KLP is to train students to take charge of their own learning by learning to learn. Since its inception in 1964, the college has always



promoted students- Centric teaching- learning. Classrooms at KLP have always been vibrant spaces for discussions, discourse and debate. They have integrated with ease theatre, cinema and discourse in real world contexts with experts. There are excellent examples of how teachers frequently move learning beyond the walls of the formal classroom and seamlessly integrate enrichment activities with formal teaching to create not just memorable learning experiences but transformative paradigms of intellectual Growth. Generations of alumnae recollect the lessons that helped them take quantum leaps in understanding and laid the foundations of an abiding love for knowledge. These stories are a part of the legacy of the college. The college believes that student's centric teaching learning has to be the norm and not the exception. Teachers made sure that the lectures are sufficiently interactive and the tutorial system is further strengthened. At every forum they are made aware that having mastery over Discipline Knowledge or being a good orator to enhance their own Pedagogic Knowledge, to understand how students learn best; what the common learning difficulties are; how these are best addressed and what the diverse set of teaching methods should be to generate interest and understanding. This entails some familiarity with constructivist and social theories of learning; and how active learning can be promoted and enhanced by leveraging peer learning and collaborative group work. Then concerted effort is made to orient the faculty to not just the newer ways of teaching but also the theoretical under pinning of new pedagogic approach. This enables them to understand the importance of relating abstract knowledge to appropriate examples providing relevant contexts for experiential learning; and enabling students to transfer knowledge gained to solve real world problems. Educational tour, Industrial tour, excursions and visit to other organizations are encouraged and an important component of activities undertaken by all the departments. The college has organized several training programmes for faculty members to familiarize them with the use of computers, generic and specific software and IT Tools. It is easy to claim that with these initiatives the college has mainstreamed the use of IT in education. Several faculty members have undergone training in use of IT tools and are also actively engaged in writing course materials and creating e-Content for DHE. A large number blend power point presentations regularly in theory classes, student's projects and presentation are the norms.

#### ❖ Examination and Evaluation:-

The academic progress of students is mapped dynamically on the basis of continuous evaluation. Faculty members exercise autonomy to use a variety of teaching learning methods as per specific requirements. All departments go in for more depth than is stipulated by the IGU prescribed curriculum. They also undertake continuous assessment as a tool for enhancing and enriching teaching-learning. Then instead of cursory evaluation, they integrate assignments, projects and other innovative instruments to gauge students' course specific achievements. College follows semester system. University organises exams

twice a year. College has constituted an examination committee comprising of 5 members headed by an Examination Controller to ensure the smooth and fair conduct of exams. In addition to this, academic audit is conducted from time to time

#### ❖ **Research and Development:-**

The college has always had a research friendly policy in its conduct. We try to provide an environment conducive to research for all the members. For it we provide duty leave to faculty members for attending various seminars, symposia, conferences etc. whenever they require them. Faculty members are sent to attend refresher courses, F.D.Ps, Short Term Courses and Workshops from time to time. In this session itself 39 members have attended seminars, 6 Refresher courses, 6 short term courses, 6 workshops and 37 have presented papers in national and international seminars. In order to facilitate research the college library has 43740+23648 books (reference and text) and 7 journals. The college library also has DELNET, and INFLIBNET accounts with individual log in account of each faculty member to be accessed as a when they desire. We have a Business Lab with 40 computers also. The college has a well-equipped auditorium with overhead projector as well as a seminar hall having a seating capacity of 700 with OHP. The geography lab is also equipped with Overhead Projector.

Taking into cognizance the growing importance of research and the need to channelize the research aptitude and skills of faculty members in the college, **Research Council and Projects Committee** was constituted in April 2019 on the recommendation of IQAC with aim to develop and enhance research competencies amongst faculty members. The council organizes workshops and guides faculty members in their research

#### ❖ **Library, ICT and Physical Infrastructure /Instrumentation:-**

Effective twinning of academic and administrative processes at KLP is the bedrock of the quality education delivered by the college. The coherent synergy between faculty, support staff and the apex administrative team ensures timely delivery of services to numerous stakeholders. The college provides excellent work environment to all sections of its staff, offices of administration accounts, library, laboratories, ICT services, hostel and all miscellaneous services are ergonomically designed work spaces with high quality contemporary facilities. An early user of technology, the college has invested resources in development of custom designed software package for enterprise resource planning (ERP). These are periodically upgraded to meet new requirements. For example, administrative staff provides the faculty timely information on student admission, demographic profile, course options exercised by students, distribution of students across courses and sections, examinations to take and so on. It manages attendance and internal Assessment records. There is a seamless integration and linking of all processes, this entails management of student data from the start point, defined by online admission application, to

the end point defined by examination results and issue of certificates and transcripts. The college uses web linked software modules for key academic services such as departments, individual faculty and room timetables and student's attendance. The faculty can login to upload the data themselves.

❖ **Human Resource Management:-**

Members of the staff are continually challenged to produce professional quality work. They see this as an opportunity to learn new skills. The apex administration mentors, and provides training on the job for quality services. Short duration highly targeted skill development courses are organised for delivery of requisite services. KLP inherently follows quality assurance procedures in all its processes. The college endeavours to deploy the latest technologies for effective management maintenance and up gradation of computers is accorded high priority. New software packages are introduced at a rapid pace. The principle of rotation has ensured that a significant number of staff members are well trained and able to keep pace with the multi-faceted activities the college undertakes as a community of students educators and researchers. It needs to be added that the laboratory staff has also been trained in-house to high calibre.

❖ **Industry Interaction/Collaboration:-**

At KLP, the strategies focus on strengthening industry interaction and collaborations as well as building long-term mutually beneficial ties for the collaborating institutions. The strategies also focus on creation of value for the stakeholders involved in the collaboration process. As such, regular industry-academia interface program are organized to strengthen relations with industry.

❖ **Admission of Students:-**

The admission process in the college is administered and regulated by the I.G. University Meerpur, the college has taken several initiatives to improve the timeliness and spread of information dissemination required for greater convenience in the process. In this spirit, admission related queries are also answered through phone calls and emails. Admission Help-desks are set-up to facilitate prospective candidates. Contact details of the conveners of different admission committees are displayed on institutional website and on the campus. Further, candidates are given specific time slots for formalizing admission to avoid excessive rush at the last minute and to ensure that the admission process is organized in a smooth and systematic manner. The quality strategies also aim at innovations in the admission process.

A separate webpage titled "Admissions 2019-20" was created on the institutional website containing guidelines, bulletins and all relevant information for the applicants.

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

❖ **Planning and Development:-**

The college uses its electronic database and information systems to ensure a data drive approach to decision making. A diverse set of stakeholders including students, members of teaching and non-

teaching staff, alumni, parents, employers and industry representatives are engaged through various electronic channels in the planning and development process of the college. Time table and other academic communication are uploaded on the website as well as mailed to the faculty members.

**❖ Administration:-**

To Better Streamline the administration work database and records are maintained in electronic form. Notices and other correspondence pertaining to administration are proactively communicated via electronic channels to respective stakeholders. The administrative wing of the college has already started digitization of its records for easy retrieval and storage statutory information, student related information and other important forms are uploaded on the institutional website. Further, to ensure convenience of students the administration promptly responds to email communication sent by students, parents and stakeholders.

**❖ Finance andAccounts:-**

To ensure availability of data and long-term storage of records, the accounts department is ensuring digitalization of its records. The audited annual financial statements of the college are duly and timely uploaded on the college website. Further, e-compliance to regular authorities is done on a timely basis as and when required. Payments are received and made by cheques and online. All accounts are computerized and updated whenever required.

**❖ Student Admission and Support:-**

Students fill the online common admission form made available by DHE. The printouts are given to the candidates, which are then approved and verified by the departments in case the candidate is eligible for admission. The admitted students then report to Examination Branch for data entry and payment of fees through the DHE portal. After the admission process is over, the list of the students' name are given to each teacher as per requirement. Students can keep track of their own attendance since attendance is marked by teachers every day.

**❖ Examination:-**

In addition to the University end-of-semester examinations as per schedule, the progress of students is monitored through continuous evaluation in the form of assignments, test, presentations and other innovative instruments to gauge students' course-specific achievements; under-performing students are given repeated chances to improve the department IA committee scrutinizes the IA scores and after a final scrutiny uploads these marks for inclusion in the summative assessment on the university website. If at any stage an error is identified, a formal mechanism of grievance redressal is set in motion. Information about examination dates and schedules is on IGU Website. The college website provides

links to relevant sites.

### 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
-	-	-	-	-

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 program organized for teaching staff	Title of the administrative training program organized for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non- teaching staff)
-	-	-	-	-	

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 program	Number of teachers who attended	Date and Duration(from - to)
Refresher Course	6	<a href="#">View File</a>
Short Term Course	6	<a href="#">View File</a>
Workshop	6	<a href="#">View File</a>

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

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
48	75 (Adhoc)	26	22

6.3.5 Welfare schemes for	
<b>Teaching: -</b>	Group Insurance PF, NPS Leave Encashment Maternity Leave Gratuity HCTA, CTA
<b>Non-Teaching:-</b>	Group Insurance PF, NPS Leave Encashment Maternity Leave Gratuity Union
<b>Students :-</b>	Scholarships are offered to deserving and needy students to encourage them to take up Higher Education. This incentive falls in line with the motto of Higher Education of the state: Access, Equity and Quality KLP College has a spectrum of scholarships and financial help for students ( Details in Criterion V) Further the college also provides travel grants to students for sports competition curricular activities Quiz competition exhibitions etc. Educational and industrial trips are supported by the college. Besides, this NSS, YRC and NCC organize Health Checkups, Eye Checkups and Blood Donation Camps etc. for the students. Kits, Uniforms and refreshments are provided to NCC volunteers participating in competition and events at various institutions. The college has a fee concession committee that recommends and ensures timely implementation of fee concession scheme to the deserving candidates. A well-defined procedure is followed to scrutinize and select the candidates. The fee concession committee extended help to students from economically weaker sections of the society this year also. The faculty members of the college also extend financial help to students in need of assistance. Some of the teachers came forward to pay the fees of many students. The college assists the students in getting 'Bus Concession Passes'.
<b>6.4 Financial Management and Resource Mobilization</b>	
6.4.1 Institution conducts internal and external financial audits regularly	<b>No</b>
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/ Grants received in Rs.	Purpose
From Management	50,86,419	Salary
AF	1,20,542	Salary
AF	10,31,052	Salary
CF	90,04,834	Salary
MF	10,18,680	Salary
CF	70,30,516	Salary for Self Finance Staff

6.4.2 Total corpus fund generated NA

### 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	NO	NO	-
Administrative	NO	NO	NO	-

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

Annually Parent- teacher meeting is held. College contacts the parents of the students who do not meet the minimum attendance requirements. The parents are informed and updated about their attendance scores. The college also takes feedback from parents periodically. Examination results are generally shared with the parents and student's progress is discussed.

We answer queries regarding their wards on career development. On the Annual prize Distribution Day, Parents of the awardees are invited to attend the Prize distribution Ceremony and Convocation Ceremony

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

- A workshop on 'Computer proficiency in day-to-day work and dealings in work-place and Public life in association with IQAC, KLP College. It was conducted in the month of February.
- A Lecture on 'Preventing and Controlling Covid-19 was organized for non-teaching staff.

- Training for Maintenance of office equipment.

#### 6.5.4

- a. Submission of Data for AISHE portal :- (Yes /No) - **No**  
 b. Participation in NIR :- (Yes /No) - **No**  
 c. ISO Certification :- (Yes/No) - **No**  
 d. NBA or any other quality audit :- (Yes/No) – **No**

#### 6.5.5 Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-to)	Number of participants
2019-2020	Formation of SQAC	01-10-2019		
	Workshop on Developing Oral Communication Skill	10-10-2019		150
	IQAC Meeting Stakeholders	View-File		
	IQAC Talk Cum Discussion	22-01-2020		
	Computer Training Programme for Library Staff	28-01-2020		10
	Workshop on MS-Office and Internal Usage	02-03-2020		10

### 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-to)	Participants	
		Female	Male
Internal Complaints Committee Survey Conducted by Women Cell	17-08-2019 to 16-09-2019	200	50
Washroom hygiene survey organized	05-09-2019 to 10-10-2019	10	05
International Girl Child day organized by Women Cell	11-10-2018 to 11-10-2018	60	Nil
Women's day Campaign organized by Women Cell	07-03-2020	100	20



Interactive session on the theme 'Taboos are injurious to health: Discussing Women health issues and fighting stereotypes' by Women Cell	03-02-2020	60	-
--	------------	----	---

**7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources.**

- KLP Vatavaran volunteers conduct anti-litter drives in the college and it's surrounding during various college events.
- Display of signages with messages.
- GO Green Save Electricity.
- Turn off the lights when you leave the room.
- Keep the Campus Clean.
- 'Save Power'.
- Energies Future' have been put up all over the Campus to sensitize everyone about Conservation of electricity, and clean, green environment.
- College has a rain harvesting system created by NSS.
- College regularly organizes talks and session on environmental issues of concern to educate and sensitize everyone.
- Plantation drive was conducted by Vatavaran to plant saplings near Library building and canteen.

**7.1.3 Differently abled (Divyangjan) friendliness**

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	Yes	04
Provision for lift	No	-
Ramp/ Rails	Yes	04
Braille Software/facilities	No	-
Rest Rooms	Yes	02
Scribes for examination	Yes	02
Special skill development for differently abled students	No	-
Any other similar facility	No	-

**7.1.4 Inclusion and Situatedness**

Enlist most important initiatives taken to address locational advantages and disadvantages during the year.

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

**7.1.5 Human Values and Professional Ethics**

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up
University Code of Professional Ethics		As an affiliated College, the college has to follow the code of conduct rules laid down by the parent University, the IGU Meerpur. These are prominently displayed and provided to all teachers and students and other stakeholders and strictly adhered to.

**7.1.6 Activities conducted for promotion of universal Values and Ethics**

Activity	Duration(from---to)	Number of participants
1. Anti-Litter Drive: KLP VATAVARAN with NSS	19-02-2020 to 29-02-2020	60
2. On Campus Cleanliness Awareness Drive organised under SwachhtaAbhiyan	02.10.2019	800
3. Talkon Organ Donation Dr. KanchanYadav and Dr. Pradeep Yadav	08-11-2019	100
4. Plantation Drive. (50 Sapling)	06-08-2019 to 30-09-2019	50
5. Promoting Entrepreneurship by organizing speaker session.(Parliament)	19.10.2019	100

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

- Promoting active involvement of the college in the Swachh Campus Campaign.
- Many such Campaigns were undertaken in the college by NCC, NSS and Youth Red Cross Units during the year.
- Educating Youth to give up the use of plastic and polythene bags.
- Frequent interaction of the college IQAC with different stakeholders.
- Synergizing both environment and fitness: students are encouraged to use cycles

**7.2 Best Practices**

**Describe at least two institutional best practices Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link.**

**Best Practices:-**

To reduce the consumption of energy without compromising on quality and to set an example in the field of Energy Conservation, in accordance with the national objectives.

**THE PRACTICE**

Rooms have ample windows and wide doors for optimal utilization of natural light.

**SAVE ELECTRICITY** campaigns are conducted throughout the academic year. Student volunteers of KLP Vatavaran have put up posters near the switch boards of classrooms urging users to switch off lights and fans on their way out.

**USE OF LED LIGHTING:** In a concerted move, traditional lights which consume a greater amount for power have been substituted by LED'S in the library and all corridors of the old block.

Dedicated work by the volunteers has ensured that students themselves switch off lights and fans when they move out of rooms, establishing a culture of energy conservation

**E-waste:** Obsolete computers and accessories are disposed of by auctioning to government approved e-waste recyclers. Student volunteers occasionally collect mobile phones and accessories which students wish to discard so that can be handed over to authorized firms for correct disposal.

**Plastic waste:** A continuous campaign is carried out by the Environment Society and NSS volunteers for reduction of plastic waste by requesting people to carry their water bottle and avoid use of plastic cups, spoons and straws.

**Promoting Innovation in Teaching-Learning:**

As extolled in its mission statement, the college aims to achieve and sustain excellence in teaching with a vision of becoming an institution of excellence, it is imperative that the teaching-learning process in the college be aligned to the best practices in the academia.

1. Institutionalize goal driven teaching learning processes that aim at creation of knowledgeable, employable and socially responsible citizens.
2. Develop well-defined paradigms for teaching-learning processes.
3. Augment the teaching-learning process with information technology.

**Practice:**

At KLP, the focus on teaching –learning is to engage the students both within and outside the classroom. The college employs a variety of teaching pedagogies and evaluation methods to supplement the theoretical aspects with application and practice. The college has already transcended from a podium based teaching to participative learning. Faculty integrates ICT based teaching with the conventional ‘chalk and talk’ lecture method to create a more dynamic system of education. Students are taken on

field visits and have regular interactions with eminent personalities in the subject. The diversity in teaching practices helps to enhance the learning of the students.

A democratic participative environment is promoted to facilitate a two-way dialogue between faculty members and students. The tutorial system of a small focused group in each subject of 10-12 students per group per faculty further strengthens the faculty – students’ interaction and permits a greater discourse on the subject matter.

- Faculty members are engaged in e-content development.
- The NSS is a vibrant front in the college and works proactively towards the holistic development of students. It organizes event and engages students with the world outside the college in order to make them sensitive and evolved citizens of the country.

It organizes event and engages students with the world outside the college in order to make them sensitive and evolved citizens of the country.

- KLP College has played a pivotal role in providing educational opportunities to the surrounding rural areas of South Haryana.
- Percolation of education to the economically and academically underprivileged to empower, enlighten and equip them to become responsible citizens.
- To involve youth in community service in order to sensitize them towards the underprivileged and towards senior citizens.
- To create respect for environment and practice the 3Rs concept (Reduce, Recycle and reuse)
- To impart education that makes youth productive and responsible citizens of the country catering to rural youth.

### **7.3 Institutional Distinctiveness**

**Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust Provide the web link.**

Founded in 1964 K.L.P. College envisages to be a premier institution of South Haryana, through its pedagogy and knowledge management. The vision, mission and objectives, insightfully direct the commitment of the college to the growth of its students, the academic community, the society and the nation. While the college strives and continues to achieve paramount excellence in the fields of Arts, Commerce and Science. It is pertinently conscious of its mission succinctly etched to achieve and sustain excellence in teaching.

College stands apart for its inclusiveness, the ability to take people from diverse sections along together and make them feel important contributors to the world they live in. Various gender forums headed by

the Women Cell ensures that our women students see themselves as empowered stakeholders in every aspect of social living and our young men realize the importance of men and women working together. Our notion of gender equality includes a tremendous sensitivity to the LGBTQ communities ensured with repeated workshops with students and activities.

Disability has always been seen as a special ability in this college and various committees and initiatives work with the physically challenged. Academic excellence, spiritual vitality and social relevance remained the guiding principles of the institution down the decades. The heritage that the college bears is one that has moulded generations of students over five decades. It is no wonder that the college which provides quality education continues to make its formidable presence felt in the academic community of the world

### **8. Future Plans of action for next academic year**

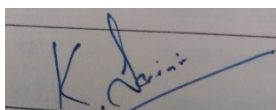
Higher education sector is undergoing a tectonic shift right now due to COVID-19 Pandemic. Today we have landed into entirely different world with online teaching and learning pedagogy. Following steps will be taken:

- (i) The change was so sudden that we did not get time to prepare ourselves and were forced to move to online teaching. Teachers are intimidated by technology so we will be organizing FDP's (Faculty Development Program), Webinars and extension lectures. A separate program will also be organized for the non-teaching staff.
- (ii) This is a very crucial time for the admission process; we will go 100% online for it.
- (iii) Fee payment and other admission formalities will be completed online.
- (iv) Virtual campus tours to showcase the campus life and facilities available.
- (v) We have to build an infrastructural support to switch on to online teaching for both students and teachers.
- (vi) Transforming traditional library into digital library ( A 2020 vision EDUCAUSE)
- (vii) **Student Induction Program:-** To help new students adjust and feel comfortable in the new environment, inculcate in them the ethos and culture of the institution, help them build bond with other students and faculty members , and expose them to a sense of larger purpose and self-exploration KLP college had already been conducting the orientation and Mentorship day every year. From academic year 2019-20 onwards, the same has been formalized by UGC as a scheme known as "DEEKSHARAMBH", KLP will be adopting the same.
- (viii) **Student Learning Centre:-** To make students learn beyond classroom and to bring all students at par, we are establishing a center which will help in holistic development of the students long with

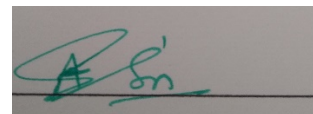
remedial classes.

- (ix) **Addition of New Courses:**– Add-on Courses will be implemented by the college in next academic year 2020-21 on which preliminary work has been done by IQAC and same was recommended to the college.
- (x) Sanitation drive in college named ‘Operation Shield’ amid coronavirus will be launched to create awareness.
- (xi) To survive and thrive in uncertainty and confusion amid COVID-19—Resilience and adaption will be built in our college system with practical solution for faculty members, students and non-teaching staff i.e. tele counseling etc.
- (xii) **Smart Campus :-**

Keeping in view the ‘Sustainable Development Goals’ the college has submitted a proposal for ‘SMART CAMPUS’ to the management for active consideration. It aims at deployment of internet based applications content management platform and broad infrastructure in every sphere of campus life. This provides an opportunity for the institution in implementing latest technologies across multiple layers of the campus environment to help and improve digitalization, better resource utilization higher student faculty retention and smart infrastructure.



Signature of the Coordinator, IQAC  
Dr. KAMLESH SAINI  
Coordinator, IQAC  
Associate Professor in English  
K.L.P. College  
REWARI



Signature of the Chairperson, IQAC  
Dr. ABHAY SINGH  
PRINCIPAL ( ACTING)  
K.L.P. College  
REWARI

## Annexure I

### Abbreviations:

CAS	-	Career Advancement Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution

\*\*\*\*\*

For Communication with NAAC

**The Director**

**National Assessment and Accreditation Council (NAAC)**

*(An Autonomous Institution of the University Grants Commission)*

P. O. Box. No. 1075, Nagarbhavi

Bengaluru - 560 072

Phone: +91-80-2321 0261/62/63/64/65

Fax: +91-80-2321 0268, 2321 0270

E-mail: [director.naac@gmail.com](mailto:director.naac@gmail.com) Website: [www.naac.gov.in](http://www.naac.gov.in)