



# YEARLY STATUS REPORT - 2020-2021

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	KISHAN LAL PUBLIC COLLEGE, REWARI
• Name of the Head of the institution	Dr. Abhay Singh
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01274254964, 01274253767
• Mobile No:	9416150100
• Registered e-mail	klpcollege@rediffmail.com
• Alternate e-mail	abhay1968.as@gmail.com
• Address	Kishan Lal Public College, Delhi Road, Rewari ( Haryana)
• City/Town	Rewari
• State/UT	Haryana
• Pin Code	123401
<b>2.Institutional status</b>	
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Grants-in aid
• Name of the Affiliating University	Indira Gandhi University, Meerpur
• Name of the IQAC Coordinator	Dr. Kamlesh Saini
• Phone No.	9416607655
• Alternate phone No.	9416423477
• Mobile	9416607655
• IQAC e-mail address	iqacklpcollege@gmail.com

• Alternate e-mail address	kamleshshaifali@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year)	<a href="https://www.klpcollege.ac.in/downloads/files/n5f6840ed9f754.pdf">https://www.klpcollege.ac.in/downloads/files/n5f6840ed9f754.pdf</a>
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://klpcollege.ac.in/wp-content/uploads/2022/01/Academic-Calendar-2020-21.pdf">https://klpcollege.ac.in/wp-content/uploads/2022/01/Academic-Calendar-2020-21.pdf</a>

#### 5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	70.65	2003	22/03/2003	21/03/2008

6.Date of Establishment of IQAC	15/07/2019
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#### 7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Salary and Pension	Salary and Others	DGHE, Haryana	2020-21	12,97,27,201/-

8.Whether composition of IQAC as per latest NAAC guidelines	Yes
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• Upload latest notification of formation of IQAC	<a href="#">View File</a>
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9.No. of IQAC meetings held during the year	5
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• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes
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• If No, please upload the minutes of the meeting(s) and Action Taken Report	<a href="#">View File</a>
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10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
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• If yes, mention the amount	
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#### 11.Significant contributions made by IQAC during the current year (maximum five bullets)

- Enhance learning capabilities among Students
- Internal Training Programme for Laboratory Staff
- Mentorship Programme
- Initiatives undertaken during the pandemic
- Creation of E-Content

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

Plan of Action	Achievements/Outcomes
Enhance learning capabilities among students	Enhance the learning capabilities by conducting motivational programmes.
Internal Training Programme	To enhance skills among laboratory staff, Internal training programme was conducted in the science departments i.e.Zoology, Chemistry and Physics in the month of June 2021 in association with IQAC.

for Laboratory Staff	
Mentorship Programme	The mentorship programme which began in the session 2019-20 continued to run in the session 2020-21 under the aegis of IQAC. Twenty faculty members continued to mentor and guide a group of 35 students each throughout the session. Considering the fact that our students come from diverse cultural and economic background, as well as have varied aspiration levels and abilities, each member counsels these students so that they can take informed career decisions as well as opt for secondary courses that can help in their skill enhancement. Furthermore, faculty members help these students tide over the psychological and personal dilemmas that are common at this stage of their life. Hence, mentorship programme was carried out formally for Commerce and Arts students respectively.
Initiatives undertaken during the pandemic	-Nurturing, mentoring and parenting, distressed students through Tele-counseling. - Online teaching through multiple digital platforms like Zoom, Google meet, Microsoft teams and Cisco WebEx. Audio visual repositories were created.
Creation of E-Content	E- Content was created and curated by all the faculty members and videos of two faculty members i.e. English department and Commerce department were selected by Nodal Officer Edusat Utkarsh channel ( DGHE, Haryana )

13. Whether the AQAR was placed before statutory body?	Yes
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• Name of the statutory body
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Name	Date of meeting(s)
President Governing Body	01/02/2022

14. Whether institutional data submitted to AISHE
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Year	Date of Submission
2020-21	17/01/2022

## Extended Profile

### 1. Programme

1.1 Number of courses offered by the institution across all programs during the year	13
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File Description	Documents
Data Template	<a href="#">View File</a>

### 2. Student

2.1 Number of students during the year	3331
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File Description	Documents
Data Template	<a href="#">View File</a>

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	870
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File Description	Documents
Data Template	<a href="#">View File</a>

2.3 Number of outgoing/ final year students during the year	1085
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File Description	Documents
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Data Template	<a href="#">View File</a>
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<b>3.Academic</b>	
3.1 Number of full time teachers during the year	90
<b>File Description</b>	<b>Documents</b>
Data Template	<a href="#">View File</a>
3.2 Number of Sanctioned posts during the year	105
<b>File Description</b>	<b>Documents</b>
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	42
4.2 Total expenditure excluding salary during the year (INR in lakhs)	9382538/-
4.3 Total number of computers on campus for academic purposes	174

## Part B

### **CURRICULAR ASPECTS**

#### **1.1 - Curricular Planning and Implementation**

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

As an affiliated college of IGU we follow the academic calendar formulated by the university. The process of curriculum is designed by the Board of Studies through the participation of member colleges and professional bodies. Several faculty members of our college have been on the Board of Studies for years together. However, the institution takes several measures to ensure well planned and timely delivery of the curriculum. The workload and time table committee work meticulously to make available the requisite numbers of teachers, class rooms, tutorial rooms to ensure smooth conduct of classes and tutorials. All departments, Teacher- in-charges conduct departmental meetings and consultations before the beginning of the teaching semester to distribute the workload according to faculty's areas of specialization to secure implementation of curriculum objectives. The time table of all departments and individual teachers are uploaded on the website timely. Further, the academic and cultural calendar of the institution is declared at the beginning of the session to allow for a careful planning of curricular and extracurricular initiatives to further facilitate an unhindered and inclusive dissemination of knowledge throughout the semester.

The institution has undertaken various programmes for curriculum development and implementation. There has been active involvement of the faculty in various seminars, workshops and discussion for curriculum development and implementation organized by professional bodies and Board of Studies of different disciplines. Departmental meetings are convened to develop curriculum implementation strategies. Interactive session provides a practical edge to classroom teaching. In remedial and bridge classes, the gaps between the entry behaviour and expected learning outcomes of students are remedied. For slow learners and students from different streams remedial classes, bridge courses, coaching and tutorials are conducted free of cost. Experts on various subjects are invited and there are tie-ups with subject experts and research bodies in this regard for regular updating and knowledge dissemination. Question papers and e-content pertaining to various subjects are available in the college library.

<b>File Description</b>	<b>Documents</b>
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

K.L.P. College being affiliated college of IGU, Meerpur, Rewari follows Academic Calendar prepared by IGU, Meerpur for admissions and examinations. The College has developed a structured and documented process for implementing the curriculum. All the departments of the college make their individual academic calendars before the commencement of session for smooth and efficient functioning. All the rules regarding pass percentage, promotion rules, appearances for improvements, letter grades and grade points are available on the website of the college. Due to pandemic, the academic calendar for the students of even semester (Jan-May, 2020) was revised. The second and fourth semester students were promoted to the next higher semester based on the internal assessment and previous year performance. However, the final year students had to adapt to offline exam which were conducted in September, 2020 and all the results were announced by November, 2020. Schedule of sessional examination is given in academic calendar which is displayed well in advance before commencement of session. The course teachers display question bank in advance for midterm 1st and mid-term 2nd which is conducted as per academic calendar. Evaluation method comprises of internal examinations held progressively during the semester and is designed to check and report the periodic performance of the students. All the records and data bank of attendance in internal examinations, question papers, valued answer sheets, summary of mark sheets are properly maintained by the teachers for academic monitoring. Sessional examination valuation is done by the respective subject teacher within a week through departmental evaluation system. Answer sheets are shown to all the students and answers are also discussed with the students in class. Practical examinations are also conducted. Evaluation is done with transparency based on different parameters like teacher assessment, practical records, class performance and viva voce, assignment etc.

IQAC periodically monitors the coverage of syllabus, quality of question papers, assignments, preparation of award list, progress of the lab sessions etc.

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

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

B. Any 3 of the above

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

**1.2 - Academic Flexibility**

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

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

4

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

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

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

0

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

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

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

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

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

The college has been working for the holistic development of students. Various programmes are arranged related to Gender Equality, Sustainability, Human Values and Ethics. The college lecturers engage in various activities through Expert Lectures, N.S.S, N.C.C., Y.R.C programmes etc. Issues related to environment and environmental sustainability are manifestly integrated into the curriculum. In the UG programs there is a mandatory paper titled-Environmental Studies, however the other courses also include environmental issues. Department of Geography, Botany and Zoology offer topics related to environment etc.

Various departments organize lectures on Human Values especially on Gender Equality, Women Empowerment and Skill Development for the students of the college. A special ten day residential camp is organized by the N.S.S. for the students to familiarize them with the prevailing problems of Rural India and during the camp every day in the afternoon 'Intellectual discourses' are organized by programme officers.

Each program in 'Women Cell' and 'Legal Literacy Cell' offers at least 1 or 2 lectures on issues related to either gender or environment or human values and professional ethics. Mostly all the lectures related with gender issues aimed at promoting gender equality and focus on women education. Therefore integrating gender issues in the curriculum has been its top priority. Especially we are proud enough to state that we have not noticed till date any major issue of Ragging, Complaints from students about harassment.

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

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

01

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

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

36

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

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

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	No File

	Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

**1.4.2 - Feedback process of the Institution may be classified as follows**      **A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://klpcollege.ac.in/wp-content/uploads/2022/01/Student-Survey-Result.xlsx">https://klpcollege.ac.in/wp-content/uploads/2022/01/Student-Survey-Result.xlsx</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of sanctioned seats during the year

5360

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

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

803

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 2.2 - Catering to Student Diversity

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

Students take admission in the college with variation in the cognitive abilities. Therefore, the level of challenge faced by them is also different as per cognitive functioning. The College is empathetic to this aspect and takes maximum steps to optimize the learning outcomes of all the students. In this direction, the College undertakes two proactive approaches for betterment of the students.

1. Identification and classification of students into advanced (aggregate 75% and above), moderate (between 50% and 75%) and slow learners (below 50%), based on their performance in various components.
2. Observing and assessing the participation of students in regular classes (theory and practical), assignments and presentations as well as the performance of students in Internal Tests and Semester examinations.
3. Organizing various academic, cultural and sports activities to boost the intellectual level of students.

A. Following steps are implemented for enhancement in the mental ability of all students:

Induction Programmes are organized by all the departments at the beginning of every academic year to develop a better learning environment especially for fresher's. The College introduced mentoring system where faculties help students with their personal, psychological and academic challenges. Workshops, seminars and Industrial visits are arranged for the students to gain practical knowledge. The College maintains a Student Counseling and Well-being Cell to cater to the emotional needs of the student

Measures in force for slow learners:



Extra classes were conducted for the learner and special unit tests were also preceded for slow learners. Inter-departmental lectures were conducted by faculties on difficult topics for these students for improvement in the intellectual level.

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

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

Number of Students	Number of Teachers
3331	90

File Description	Documents
Any additional information	No File Uploaded

### 2.3 - Teaching- Learning Process

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

The college continued with traditional lecture method series for the student centric pedagogical techniques for an effective teaching learning experience as well as improved learning outcomes before the current session (2020-21). In the current time period of pandemic the attitude regarding teaching is shifting to innovative online teaching methods by the teachers with beneficial outcomes.

#### Experiential Learning Techniques-

- Project report for professional courses-BBA, BCA, M.Com, B.Com (H) .
- Internships- Students learn practical industry related skills with internships that, leads to enhancement of their professional skills.
- Industrial Visits: To understand the working of industrial plants and organizations.
- Participative learning: Encourages the students to participate in different academic activities such as debates, seminars, presentations and group discussion on different current topics, newspaper reading and active role of some students in Students Quality Assurance Cell under IQAC.

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

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

The college has a significant concern for providing the learning resources to enhance learning experiences among the students. The main focus of online teaching in current situation is to provide knowledge acquisition as well as effective learning among students with completion of their syllabus with targeted time. Keeping in mind the importance of ICT, e- learning environment is created in the class rooms such as smart boards, LCD projectors, etc. In addition to lecture deliver method of teaching, the faculty members are using IT enabled learning tools like Google classroom, zoom, Google meet and live classes on you-tube channels, prepared video lecture by faculty members on different topics as per syllabus. However, these IT tools also help teachers to manage evaluation of internal assessment like Assignment & Project, Unit Test etc. In addition to this some teachers of our college curated and created e-content for EDUSAT, DGHE Haryana.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

#### 2.3.3.1 - Number of mentors

90

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded



Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

## 2.4 - Teacher Profile and Quality

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

77

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

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

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

29

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

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

#### 2.4.3.1 - Total experience of full-time teachers

506

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

The college examination committee plays effective role in smooth conduct of internal exams such as finalizing of date sheet(internal examination), assignments, examination schedule of 'Computer Awareness' and 'Environmental Studies', etc. All practical examinations, internal evaluation of projects and internal examination of UG/Postgraduate programmes are carried out by individual departments as per Indira Gandhi University, Meerpur, Rewari guidelines. Project evaluation is done as per requirement of course Structure. Faculties used flipped classroom as a pedagogical model in which lecture and homework were reversed. The flipped classroom model can be used to deliver information as videos; which students access prior to attending the lecture. The lecture time can be used to engage students in quizzes and activities to deepen their learning. The other method which we are using is Blended learning. Blended learning is a term which describes a course or module where the use of face-to-face (F2F) and online delivery has been considered together for the best overall learning and teaching experience. Where blended learning works well when both modes of delivery (F2F and online) are seen as equally important and both are being deployed in a way which plays to their strengths. Blending the learning experience can make the face-to-face time more valuable and the online delivery more purposeful.

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

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

The College follows all guidelines of the University. The College has set examination module as per university instructions which are supportive for learning outcomes. Time-table/ Display of Date sheets: The time-tables of all examinations are displayed on the Notice Board of the college.

The examination committee of college works with commitment to resolve the problems/complains regarding the internal assessment or any other examination related problems associated with the students. The Examination Committee set up an effective schedule focusing on assessment completion. However, the examination Committee schedules for submission of marks /grades (internal assessment, practical) in time bound practice with transparent approach. All the examination related complains/grievances received by examination committee are resolved at stipulated time as per university guidelines.

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

## 2.6 - Student Performance and Learning Outcomes

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

Programme Outcomes, Programme Specific Outcomes and Course Outcomes for all programs offered by the institution are stated and displayed on website of the institution.

The college has clearly stated learning outcomes of the programs and courses offered in the college and the following mechanism is followed to communicate the learning outcomes to the teachers and students.

- Hard copy of Syllabi and Learning Outcomes are available in the college library and departments for ready reference to the teachers and students.
- Learning outcomes of the programs and courses are highlighted and made available to the students in the induction ceremony-cum-orientation programme at the beginning of the session.
- The importance of the learning outcomes has been discussed and communicated to the teachers in IQAC meetings.

Programme : B.A.

Programme Outcomes:

The college offers degree in Bachelor of Arts (B.A) with different combinations. English,Hindi, Environmental Studies and Computer Awareness are compulsory subjects. The other subject areas include Economics, Political Science, History, Geography, Psychology, Sanskrit, Mathematics. The students go through a well-defined study programme for their all-round development. Following the successful accomplishment of B.A., students can look for jobs or go for higher studies such as post graduate degree in any of the areas after graduation. Following are the outcomes of this programme.

1. Students can go for a career option in various areas following successful accomplishment of their Bachelor of Arts degree. Employment opportunities include Historian, Economist, Educationist, Political Scientist, Psychologist, Social Activist, Personnel Manager, Public Relation Executive, Lawyer, Journalist etc.
2. This course offers opportunities to under graduates in Banking jobs, SSC, Railway, Civil Services and Armed force.
3. After completion of this course students can go for M.A., M.Ed. or Ph.D. and choose teaching as career either in school or universities.
4. Study of Humanities make students socially aware. They know the problems of society. Thus many choose to work in NGO's and some open their own.
5. Students having degree in B.A. have edge in CAT exams and IIMs looking for diversity. Many Arts students pursue their career in Management and Marketing.

B.Com. Programme

Programme Outcomes

The course is designed by the affiliated university to provide students with a wide range of managerial skills and understanding in streams like finance, accounting, taxation and management.

A degree in Bachelor of Commerce opens up innumerable career options and opportunities to the aspiring managers both in India and abroad. It also prepares One to start a business of his/her own in the capacity of entrepreneur. This programme could provide well trained professionals for the industries, Banking sectors, Teaching Sector, Insurance companies, Financial companies, Transport Agencies etc. to meet the well trained manpower requirements. The graduates will get hands on experience in various aspects acquiring skills for Retail Marketing Manager, Sales Manager, overall administration abilities of the company and other business houses.

The primary objective of the course is to enable every student to cope up with the latest development in contemporary, national and global level through effective transaction of the curricular and co-curricular aspects of Commerce education. The college motivates moulds and prepares the students for positions of leadership in business organizations at the local, national and international level.

## B.Sc. Programme

The course is designed by the affiliated university.

The best part of pursuing a degree in B.Sc. is great employment opportunities in the field of Research and Development Sector. B.Sc. students are not only restricted to field of science related jobs and they have flexibility to explore other fields like management, engineering, law etc. both for higher education and employment opportunities. Some of the popular employment areas for B.Sc. graduates are Educational institutes, Space Research Institutes, Hospitals, Health care providers, Pharmaceuticals and Biotechnology Industry, Chemical industry, Environmental Management and Conservation, Forensic Crime Research testing laboratories, Geological Survey depts., Forest services and oil industry. Moreover, B.Sc. is a 3-year duration course and saves the student a year or two as compared to other professional courses.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://igu.ac.in/2021/syllabi/">https://igu.ac.in/2021/syllabi/</a>
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

### Attainment of Course Outcomes

In the Outcome Based Education (OBE), assessment is done through one or more than one processes carried out by the department, that identify, collect, and prepare data to evaluate the achievement of course outcomes (co's)

The process for finding the attainment of course outcomes uses various methods. These methods are classified into two types: Direct Methods and Indirect methods.

- Direct methods display the students' knowledge and skills from their performance in the class, assignments, internal assessment tests, semester examinations, seminars, laboratory assignments/practical's, etc. These methods provide a strong evidence of student learning.
- Indirect methods such as course exit survey and examiner Feedback to reflect on students' learning. They are used to assess opinions or thoughts about the graduates' knowledge or skills.

Rubrics are used for both formative and summative assessment of students. Same rubric is used for assessing an outcome so that the faculty is able to assess student progress and maintain the record of the same for each student. The rubrics are shared with students before being evaluated so that they are aware of the performance criteria and their weightage.

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

2.6.3 - Pass percentage of Students during the year

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

645

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://igu.ac.in/2021/results/">https://igu.ac.in/2021/results/</a>

2.7 - Student Satisfaction Survey

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

<https://klpcollege.ac.in/wp-content/uploads/2022/01/IQAC-SSS-Chart-Analysis.docx>

## RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

Nil

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

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

0

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

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

12

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

**3.2 - Research Publications and Awards****3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

12

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

03

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

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

The extension activities were restricted during the year due to the COVID lockdown. In spite of this, the students and faculty tried to excel in whatever small they could do to help people around them. Activities like distribution of mask to prevent the spread of disease by volunteers of NSS and the three days COVID awareness rally in the neighborhood areas empowered the people to be proactive towards prevention of mass spread of disease. Activities like Cleanliness drives and tree plantation not only inculcated the sense of responsibility towards environment but also helped them having a

lifestyle of sustainable development. It also contributed towards creating awareness of their surroundings and building a habit of health and hygiene. Even during the lockdown the NSS volunteers continued to plant trees in their own neighborhood areas and encouraging their own neighborhood communities to do so in order to contribute towards a clean and green environment. In addition to this, the project of building bird's nest and placing them strategically to encourage bird habitation helped ecosystem. All the volunteers of NCC completed the 'I got training' making them ready to help in any situation. During the lockdown, projects like one month yoga campaign encouraged towards leading a Healthy lifestyle and boosting the immunity buildup of not only the students but also their families. The initiatives like psychological counselling was a great help in battling the stress issues for which our faculty member got appreciation letter from the authorities also. Overall the extension activities by the members of college faculty and students tried to inculcate their best in spite of all the difficulties and limitations of the pandemic.

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

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

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

01

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

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

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

15

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

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

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

741

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.4 - Collaboration**

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

36

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>

Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

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

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

0

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

**INFRASTRUCTURE AND LEARNING RESOURCES**

**4.1 - Physical Facilities**

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

Our College plans and ensures adequate availability of physical infrastructure and ensures the optimal utility. To enhance the teaching - learning process, all the demands proposed by different departments regarding the basic needs of the class-room are fulfilled with immediate effect. All the class rooms are well maintained with adequate light and air. The College has adequate office space, special rooms for different departments, different offices for different cells, a big staff room, girls Common room, Canteen, many well maintained lawns, separate toilets for male and female staff members as well as students. R.O. water facility has been provided and one Sanitary napkin vending machine and incinerator has been installed in girls Common-room, Labs with full equipments and facilities, different parking for students and staff members. The College has big Computer Labs with highly efficient Computer instructors. There is a big auditorium with all the modern gadgets inbuilt. The college has a large auditorium with a seating capacity for 700 people. It is equipped with multi-media projector, multi-purpose stage, centralized air-conditioners, sound absorbing walls and super specialty sound and light system. The auditorium has four entry points and emergency exit. The College has power back-up facility, two seminar rooms for all the educational and social activity of the students. The College is continuously improving and developing the infrastructure as per the requirements. The college has recently developed a Herbal garden keeping in view the advantages of Indian medicines in the Corona times.

The creation and enhancement of infrastructure that facilitates effective teaching and learning is a futuristic outlook from the perspective of the institution. The policy of the college is to fulfill and upgrade the infrastructural requirements as and when such needs arise.

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

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

KLP College has carved a niche for itself in domain of Higher Education in South Haryana. Academic excellence along with extra - curricular activities and sports is the Hallmark of KLP. Our College has a golden history of awards and trophies in the field of Cultural and sports activities. Youth festivals are the Cultural events in our University. Around forty events like Dancing, Singing, Acting, Theatre, Fine Arts and Literary activities etc. are a part of it. Our college won the overall trophy for three consecutive years in Zonal & inter Zonal Youth festivals and also won prizes. The college has music room with all the musical instruments. We have one air - conditioned auditorium with a Wi-Fi enabled projector and supporting roll - down screen. Auditorium has a capacity of around 700 people. Students are trained by expert teachers whenever required. In sports also our students are doing fabulous work year by year. We have won trophies in Cricket, table tennis, Basket-ball, Corf - ball, Kabaddi and many other games. Our Students have participated in International events also. Our College badminton team got first position in session 2019-20. Our Basketball team got 2nd position in university level. Our College Wrestling team got 2nd position in university level. Our College Boxing team got 1st position in university level in session 2019-20. The college has a big Play ground with Courts of different games. An ultra-modern gymnasium is open for all the students. Expert Coaches are



made available for the proper training of the player students. Annual athletic meets are organized to inspire and motivate the students to stay fit and take part in sports events.

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

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

06

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

02

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

5800/-

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource**

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

Nil

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

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

113717/-

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

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

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

100



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

### 4.3 - IT Infrastructure

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

The various aspects of the computing facility available in the institution are detailed below.

- Computers are installed at different places with in the college campus like Computer Lab, BBA, BCA lab, Accounts office, Administrative office, Principal Office, Examination branch, Library, sports office and different departments.

-The computer students' ratio at KLP is 1:19.

- There is no stand-alone facility available in the college.

-LAN facility is available in the campus.

-Wi-Fi facility is available in mostly all the departments.

-Number of nodes /computer with internet facility.

Since the campus is almost Wi-Fi enabled all the computers including desktops as well as laptops can access internet facility.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

174

File Description	Documents
Upload any additional information	No File Uploaded
Student - computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

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

### 4.4 - Maintenance of Campus Infrastructure

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

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

40,14,757/-

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

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

The procedures and policies followed for maintaining and utilizing infrastructure are aligned towards developments of students who are morally upright, intellectually well informed and socially concerned while ensuring maintenance of high academic standards and facilitating wide array of extra - curricular activities.

The physical, academic and support facilities in the college are differently abled friendly.

Infrastructure profile academic: Most of the classrooms are well lit and spacious with LED lights and fans. Wi-Fi enabled seminar and conference rooms, well equipped and well stocked library with Internet and resource sports and extra-curricular activities, yoga rooms, fitness cum gymnasium, outdoor badminton court, basketball court, play field with cricket pitch, football uprights, volleyball court, auditorium and other amenities like separate departmental rooms, girls common room, tactile paving, ramps differently abled washrooms, reading rooms etc.

Maintenance of physical infrastructure:

1. The library development work is done by Library Advisory Committee.
2. Each laboratory has dedicated lab assistants and attendants for regular maintenance of laboratory equipments and stock keeping of chemicals and materials on regular basis.
3. The college has two coaches for cricket, basketball, yoga apart from two non-teaching staff who serves as a ground men.
4. The computer and internet resources and other facilities in the college campus are provided through well qualified non-teaching staff.
5. The college campus is covered by 28 CCTV for comprehensive security.
6. Campus maintenance committee of the college continuously monitors and works to give a beautiful environment to the campus with the help of gardeners and caretakers.
7. Office attendants assist in the administration work and proper maintenance.
8. The overall maintenance of the college campus is done under the supervision of and by a consultant engineer, junior engineer and care taker is employed by the college.
9. College campus has an efficient team of masons, carpenter, electricians, plumbers and housekeeping staff assisting in college maintenance.
10. A simplified and transparent procedure is followed in utilizing the available facilities in the college. Students write an application for utilizing a facility which is forwarded by the respective convener or teacher in-charge and then approved by the Principal based on availability of the facility on a particular date.

Building infrastructure: There is a college development and construction committee to look after the maintenance, repair and construction work.

Equipments and Machines: Every department maintains stock register and dead stock register regularly to keep record of the functional and nonfunctional items.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

182

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

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

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

A. All of the above

File Description	Documents
Link to institutional website	<a href="https://klpcollege.ac.in/wp-content/uploads/2022/01/Webnair-Criteria-3.pdf">https://klpcollege.ac.in/wp-content/uploads/2022/01/Webnair-Criteria-3.pdf</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

10

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

10

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

E. None of the above

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

**5.2 - Student Progression**

**5.2.1 - Number of placement of outgoing students during the year**

**5.2.1.1 - Number of outgoing students placed during the year**

03

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

**5.2.2.1 - Number of outgoing student progression to higher education**

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

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

02

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

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

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

01

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

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

Despite the Covid-19 pandemic, the SQAC remained active and organized a variety of online activities. The college has a thriving SQAC that sits on a number of college committees.

SQAC also took part in co-curricular, extra-curricular and department's academic as well as social activities. The SQAC organizes activities through different societies in partnership with its faculty advisors. Student representatives also assist in the organization of co-curricular and extension events through platforms such as the discussion forum, the ECO Club, Gender Sensitization, and the Women's Development Cell. Different units of College including Sports, NSS, YRC, and NCC, has its own student executive and a large number of student volunteers.

During the Pandemic, the student society hosted several events, such as online Quiz. In Community Outreach Programs, student engagement is very high, which contributes greatly to the College's concept of Institutional Social Responsibility. Student Representatives are a link between administration and the students. The student council and student representatives serve in a number of administrative committee, including, Student-Faculty Committee, Admission Counseling Committee, Sports Admission Committee, Founder's Day Committee, Website Committee, Internal Complaint Committee for the prevention, prohibition and redressal of sexual harassment of women employees and students in higher education institutions.

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

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

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

01

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

#### 5.4 - Alumni Engagement

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

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. It contributes significantly to the development of the institution through financial and non financial means during the last 10 years. Alumni are the key brand ambassadors of the institution. The institution aims and strives to create and maintain a strong and positive relationship thereby fostering a lifelong bond between the institution and its alumni. 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 experiences, expertise and wisdom with our students so that they may serve as role models to our students.

Projects Accomplished: ( 2020-21 )

1. One sanitary napkin vending machine and incinerator were installed on 11 February 2021.
2. Distribution of Hand Sanitizers, Face Masks & Soaps to Non-teaching Staff and General Public.
3. Counseled general/Public regarding COVID-19 in these challenging time by organising Virtual lecture series in Collaboration with IMA, Rewari.

Future Projects:

1. Installation of digital boards keeping in view NEP 2020.
2. Collection of funds and resources for the growth of college.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

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

The vision statement which determines the course of the institution has, in its soulful essence, been stated as:

TOSTEERSTUDENTSTOWARDSINTROSPECTIONANDSELF-LEARNING

The mission statement of the college, signifying the existence and its road map to the achievement of the vision, reads as:

- 'To achieve and sustain excellence in teaching and learning'.

The mission statement vividly encapsulates the actions of the institution and spells out its overall goal by providing the path and guide to decision-making. Enumerated the mission statement descriptively directs the college to:

- To excel in innovative and quality teaching pedagogy and to provide a holistic learning experience to students.
- Education here is a tool that enables the students to comprehend the word and world.
- To identify tap, nurture and hone talent of individuals of a diverse base enabling them to realize and maximize their potential, excel in their academic and non - academic pursuits and developing them to be global leaders of tomorrow.
- They are empowered to overcome all the problems of life and strive hard to attain the sustainable growth.
- The mission of retaining excellence in educational field has always been successfully accomplished with the help of strong and robust governance and leadership.
- To ensure outstanding environment- friendly infrastructure and facilities to its users.
- To achieve all round self - reliance.
- To encourage active participation in sports for complete physical and mental health of its wards.

K.L.P. was instituted in the year 1964, when there were only a handful of institutions in South Haryana in the field of higher Studies. The fundamental philosophy of instituting, this college was to provide an opportunity for higher education to the talented young minds of South Haryana. Through its journey from 1964 to 2021, KLP has been a prominent college that has nurtured talents in the area of Arts, Commerce and Science. For last 5 decades K.L.P. College has been contributing in the development of society, following its vision of producing a globally competent students having overall growth.

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

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

The College is primarily led by the Principal. However, the leadership works at two levels, first at the management level and second at the College level. At the management level, the College is led by the President of the Governing Body. At the College level, it is led by the Principal.

- The policy statements and action plans: For fulfillment of the stated mission, the policies and action plans are crafted under the leadership of the Principal through series of continuous deliberations in the meetings of the Governing Body, the apex body responsible for governing the affairs of the College. The Governing Body is very open in seeking valuable inputs from the College community and stakeholders on policy formulation and designing the course of action for implementation of the plans.
- Formulation of action plans & its incorporation into the strategic plan: The action plans are emanated and formulated at the College level and finalized at the management level. Under the leadership of the principal, action plans so formulated are allocated to respective implementing departments and thus becomes a part of College strategic plan. The concerned head along with team is responsible for successful implementation of the plan under the overall guidance and direction of the College level leadership. Simultaneously the quality aspects are monitored by IQAC of the College.
- Interaction with stakeholders: The President and the Principal of the College interact and communicate the philosophy of the College with the community and stakeholders. Annual Day, regular seminars and talks are organized by the College inviting Alumni, Corporate leaders, NGOs, social activists, members from the governance and academia where philosophy and ethos of the College are communicated before the community and stakeholders. Valuable feedback taken from the stakeholders is considered for improvement.
- Support for policy and planning through need analysis, research inputs and consultation with the stakeholders: The primary and secondary leadership, i.e. the President and Principal, during their continuous interaction with the different stakeholders at different forums tap the subtle issues touching upon the vision and mission of the College. These are then considered on the level of secondary leadership for deliberation at College level, for assessment and generation of solutions and refining the mission, if required.
- Reinforcement of the culture of excellence: The culture of excellence is reinforced through the process of rejuvenation and rededication during the Orientation programme, annual day programme, annual alumni meet and regular interaction of President and Principal with the College fraternity and stakeholders wherein vision and mission are recalled and commitment of the fraternity for excellence is renewed. The Principal through IQAC and his continuous meeting with the heads and community reiterates quality in delivery and achievement for excellence. The passion and commitment for



excellence are continually communicated through different forums, viz. seminars, conferences, presentations and meets organized by the College.

To achieve all round excellence, schemes are launched to promote innovation and empowerment among teachers, staff, and students. Development and modernization initiatives are also introduced through leadership intervention. The student's participation in extracurricular activities is promoted to maximize their potential and talents under the guidance of faculty. The students are sensitized on different social and economic issues and are encouraged to work for the eradication of social evils and empowerment of underprivileged through different outreach programmes.

· **Championing organizational change:** The organizational change is introduced on the basis of thorough deliberation and after the introduction of organizational change; feedback is taken by the Principal from the fraternity, thereby transforming needs and ideas into real practice. The College promotes out of the box thinking to tap ideas, then the ideas are deliberated at the fraternity level by the heads and other faculty members and finally taken up before the Governing Body for further discussion. The College leadership has taken some remarkable steps such as opening hostel for girls in the campus, complete automation of the library, fully air-conditioning of College building, the introduction of IT in teaching, organizing national and international seminars and conferences, promoting its members for participation in seminars, training programmes etc. The role of leadership at College and management level has thus been instrumental in championing organization change.

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

**6.2 - Strategy Development and Deployment**

**6.2.1 - The institutional Strategic/ perspective plan is effectively deployed**

Strategy making is the most important and basic requirement of any plan to be proceed. The success of all events depends on how meticulously and effectively the strategy has been made. Our college follows the strategic rules like setting the vision, deciding a goal, identifying resources and tools to aquire that goal, to find a team to work with, action plan and constant review. Strong strategic system works to give the college a competitive advantage.

**Activity**

The College conducted an extensive strategic plan to articulate a new Vision of the College. In the pandemic times the whole process of teaching and learning has been transformed. The usual classroom activities and interaction are no more there. All of a sudden a new Concept naming online Education emerged in our college system. It was supposed that all the co and extracurricular activities would be done online. Teaching of syllabus, tests, assignments, seminars etc. This new normal changed how we live and work. This was a challenge to run the college effectively with this online method, as it was an unusual thing for many of the staff members. The college took it as unique opportunity to reimagine the whole concept of education. Some strong Strategy and direction were needed to overcome this problem. In such a dicy scenario the IQAC of College took initiative and started working on the solution. A strong strategy was made with required improvements and sanctions, with a comprehensive and cooperative approach the strategy was deployed in the form of a webinar subjecting different aspects of online education. The aim was to make the teachers and students comfortable with the new system of teaching and learning. The mission was successful with the flawless execution of the strategy and paved the way for the future online education in the College.

At the management level a core group under the leadership of president is formed from time to time to monitor and evaluate the implementation of bigger and broader plans and policies. This facilitates immediate reconciliation, rectification and effective implementation of policies.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The College follows the hierarchy of management executive system. The President is the top level of this system. At the college level principal is the head of all the academic and administrative matters, He is followed by the heads of different departments, teaching faculties, non-teaching staff and students. The members assist the principal at different levels for the positive advancement of the college. Different responsibilities in the shape of different cells and committees are divided among the staff members. These cells ensures the overall growth of the students. They works under the



leadership and observation of the principal. The College has a well-defined and decentralized set up to implement all the developmental policies. There is a uniform exposure to duties for academic and professional development of the members of Staff. All the policies and procedures are made according to the rules and regulations of the system. Every part of the College tries to do the utmost to move the college further and transcend.

At the management level, the College has its Governing Body comprising of four members, the Principal being the member secretary. The Governing Body is presided by a President. It also forms a finance committee to regulate the financial affairs of the College. The finance committee is headed by the treasurer, appointed by the Governing Body. At the College level, the Principal presides over various heads of academic and non-academic departments. Besides this, the College has various statutory and non-statutory committees, units and students societies constituted for managing different activities and purposes. The heads in the College receive instructions from and report the Principal directly. All the decisions are taken by the heads after consulting the Principal or deliberation in the concerned committee or the body. The Principal is President of all the committees and bodies. The heads function within the ambit of established statutes, rules and regulations. The committees reflect on relevant issues and take decisions within the limits of established statutes, rules and regulations, which are communicated to the executive machinery for compliance. All the matters are reported to the Governing Body in a summarized form for information, deliberations and decision making. The Governing Body ensures the functioning of College as per established statutes, rules and regulations. Where matters need prior approval of the Governing Body, the same are presented before it for approval. Similarly, the financial matters are separately reported to the finance committee that ensures compliance to set financial norms.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="https://klpcollege.ac.in/wp-content/uploads/2022/01/Organogram-6.2.2.xlsx">https://klpcollege.ac.in/wp-content/uploads/2022/01/Organogram-6.2.2.xlsx</a>
Upload any additional information	<a href="#">View File</a>

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

**6.3 - Faculty Empowerment Strategies**

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

K.L.P. as an institution is well accepted for its academic excellence and focus on the knowledge input. Teaching and non-teaching staff are the backbones of any educational institution. To keep this human resource strong, effective and efficient, Welfare measures have been promoted in the college. Various services, benefits and facilities are given to the staff to keep them Satisfied and happy. Appropriate work environment inspires one to achieve higher goals, It motivates and the college develops towards higher productivity, and performance. Our college has an effective welfare mechanism that identifies, utilizes and develops the potential of the staff members for growth and give sustainable quality education. The college has sound sanitary facilities, strong infrastructure like R.O. Water, clean toilets, Green Parks, Canteen, Separate parkings for students and staff members. The other welfare services given to the teaching staff are PF, Pension, Maternity leave with full Salary for the female staff members, NPS, Gratuity, CL, EL with encashment after retirements, Academic leave. Staff members are encouraged to organize and participate in faculty development programmes and training programmes. The college administration tries its level best to keep the staff members, motivated and inspired by providing them effective and efficient welfare services. During the Corona Times many activity were conducted like Distribution of Masks, Vaccination camp and extension lecture on how to survive in Corona times. We at college level organized a free vaccination camp for faculty members, non-teaching staff and students in co-ordination with the Deputy- Commissioner and C.M.O. Rewari.

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

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

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

0

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

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

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

0

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

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

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

16

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

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

Our College follows the culture of excellence. All the efforts and performances of the staff members are evaluated consistently year by year with the objective of improvement and development of the employees. The college has an annual appraisal system for both the teaching and non-teaching staff members. All of them fill the ACR Performa as self-assessment tool. This performa has different Categories regarding the different duties and theresponsibilities given to the employees. For teaching staff professional contribution to academics, innovative methodology, tutorials, invigilation duties, evaluation, Seminars and trainings etc. are considered. Non-teaching staff performance appraisal system includes technical contribution, cooperation, awareness, diligence, punctuality, and acceptability etc. While filling the Performa the employees are expected to be genuine. They highlight their accomplishments and recollect their efforts throughout the year. All appraisal forms are submitted to the principal who would assure the confidentiality of the process. The performas are checked and verified by the principal. UGC Career advancement Scheme is followed, API Score system is followed for the promotional part of the teaching staff. Whenever the grades and promotions are due, the staff members are informed in advance, so that they may fulfil the Performa for performance based appraisal system (PBAS) on the basis of this self-assessed form due weightages are given. After verification from the IQAC and principal the cases are recommended for further action. The concerned candidates are required to appear before the screening committee and selection committee.

The performance appraisal system in any organization is an essential apparatus that helps to provide important and useful information for the assessment of employee's skill, knowledge, ability and

overall job performance. It also helps the management to diagnose training and development needs of the employees and deciding the future course of action for the organization itself.

KLP being an affiliated College of the Indra Gandhi University, Meerpur follows an appraisal system as per the guidelines of IGU, Meerpur. The faculty members are required to prepare a self-assessment reflecting on their career path and the milestones reached at the time of promotions. The report incorporates details of lectures delivered, remedial learning and support extended to slow learners for integrating them into the mainstream. It also throws a light on the research effort, publications and various conferences, seminars and workshops attended by the faculty. Through self-appraisal, faculty also gets an opportunity to share with the management, various awards, honors and recognition conferred upon them as well as the administrative responsibilities held.

To appraise the performance of the non-teaching staff a self-assessment report is prepared by the staff members on an annual basis wherein they are required to furnish details like duties undertaken, accomplishments, proficiency in work as well personal attributes and so on.

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

#### 6.4 - Financial Management and Resource Mobilization

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

Nil

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

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

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

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

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

What is the institutional mechanism to monitor effective and efficient use of available financial resources. The College prepares the budget for the forthcoming financial year and the funds are acquired and utilized as per budgetary estimates. The budget is duly approved by the Governing Body and sent to University Grants Commission (UGC) for approval and the funds are allocated accordingly. The UGC provides 95% of the total salary account & other approved heads for maintenance of the College. The remaining 5% for salary as well as an additional amount towards maintenance is provided by the management (Governing Body of the College). Income and Expenditure are closely monitored by the Bursar and the Administrative officer (Accounts) headed by the Principal. Proper procedure for purchases is adopted by the College whereby quotations called for prices are compared. The College has formed a Purchase Committee for this purpose.

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

#### 6.5 - Internal Quality Assurance System

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

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and process.

Due to pandemic the world changed in the blink of an eye and we lecturers landed in two entirely different world with online teaching and learning pedagogy. Institutes were forced to move to online teaching. We at IQAC accepted the challenge and worked on it. We equipped our faculty technically and pedagogically.

IQAC organized training program for faculty members periodically to upgrade teaching learning process for creation and curation of e-content and video lectures. In view of contemporary education, teachers were trained on software applications to make presentations, create question sets, make home videos etc.

Webinar empowers educators on how to cope with the new normal setting of education. Keeping this in mind we organized webinar with the help of different cells of college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The IQAC continuously reviews and takes steps to improve the quality of teaching learning process. The Pandemic and the consequent lockdown can be seen as a catalyst largely underway. Many things labelled as oddball reforms before Covid have become a necessity today in education. The irresistible influx of digital technology into education has taken place in a sense education has become a digital colony in the post covid period.

- Locating knowledge with digital tools have become as important as the intellectual ability to learn and analyse content and approach learning. IQAC has upskilled and re-skilled faculty members after the lockdown. Upskilling is the norm for professional like us and it is essential for sustained success in education field. We at K.L.P are urgently re-caliberating, realizing that the traditional academic skills are dangerously outdated. So we have reimagined learning and equipped our students with the cognitive, creative, social, emotional and physical skills required to navigate the future through workshops, seminars and other activities.
- The second reform was that each department conducted Parent - Teacher - Student meeting for after each semester exams. This helped to understand the problems faced by the students that hinder them in studying. Financial support to needy students was also provided by some faculty members through IQAC.

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

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

D. Any 1 of the above

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

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

'Gender Equity'

Gender Equity is one the key challenges facing society today.

- The college conducts regular gender Equity promotion programmes.
- Guest speakers from prominent fields are invited to speak on given topic which highlights the importance and contribution of women in the society.

## Safety And Security'

- Well trained vigilant security guards including lady guard are stationed across the campus.
- Security check points at all campus entries and exists.
- Extensive surveillance network with 24X7 monitored control room with cameras.
- Rotational duty by all faculty members for discipline and security.
- Proctorial Board takes care of the discipline.
- Strict implementation of Anti-Ragging, Anti-Smoking and prohibition of Tobacco in the campus.
- Awareness Campaigns on women safety and gender sensitivity through street plays ( Nukkad Natak ) .

## Counseling

Under the ageis of IQAC certain counselling initiatives have been taken to help students cope with Corona anxieties. We have launched a TALK IT OUT; a series, under which our panel of experts counsellors answered the mental health queries of students. Initially we provided tele-counselling and later on when students started coming to college they met the counsellors personally.

## Common Room

A common room for girls is provided with chairs, tables, dustbins and it is properly well lit. The common room has attached washroom facilities, incinerators for sanitary pad disposal, water purifier to provide drinking water both cold and normal. The girl's common room has a lady peon deployed for its maintenance and surveillance.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

College has established an integrated sustainable waste management approach to minimize the waste production. We are walking on the path of sustainability by following the very first step of waste management that is refusing and reducing the waste.

College has robust waste management system to handle diverse nature of waste generated from offices, canteen, classrooms, garden areas and academic buildings.

College organizes programs like zero waste and sensitization program to instill a sense of responsibility of solid waste management. IQAC, N.S.S. along with student bodies', teachers, CR, workers, cleaners', sweepers effectively manage waste management to keep the campus clean and green.

- Separate colour coded dustbins are placed in corridors and garden area to collect different types of waste.
- Single use plastic is reduced in the campus plastic bottles are replaced with glass reusable bottles in canteen and everyone in college including staff bring their own water bottle.
- Environment awareness committee has a tie up with external recyclers to recycle the paper waste in the form of newspapers, practical files and other office files.
- For disposing used sanitary napkins (domestic hazardous) college's alumni association's contribution to IQAC has led to the installation of onesanitary napkinvending machine as well as incinerator.

In order to ensure cleaner air, KLP campus has been made a vehicle free as well as a smoke free zone. All vehicles are parked adjacent to the college gate in the parking lot. KLP is also a no- littering and no-smoking zone. The college disposes of its non-biodegradable waste through the Municipal Committee of Rewari. Vermicomposting pits or composters are proposed to be used to recycle wet waste of the college to make organic manure. The gardeners collect the fallen leaves and decompose them in a pit for manure. The campus has special cardboard dustbins for disposing of used papers which are further recycled. Online attendance has significantly reduced the amount of waste paper generated.

**Way Forward**

- Aim towards zero waste and plastic free campus.
- Separate color coded bins to segregate the waste.
- To create awareness and sensitize larger audience.
- To reduce the use of flex and paper by automation of office/Administration.
- To collaborate with government agency to handle and manage chemical hazardous waste from chemistry labs and e-wastes.

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

**7.1.4 - Water conservation facilities available in the Institution:**  
 Rain water harvesting Bore well /Open well recharge  
 Construction of tanks and bunds Waste water recycling  
 Maintenance of water bodies and distribution system in the campus

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

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

C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	<a href="#">View File</a>

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

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

E. None of the above

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

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

D. Any 1 of the above



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

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

College organizes various cultural programmes to celebrate the cultural diversity of India. Various Departments conduct seminars, workshops, and Outreach programmes to promote communal harmony and tolerance. The institute is proactively taking efforts in providing an inclusive environment. Different sports and cultural activities organized inside the College to promote harmony towards each other. Commemorative days like Women's day, Yoga day along with many regional festivals like Haryana Day, Teej, Makarsakranti etc. are celebrated in the college. Dramatic club and NSS also organize skit to disseminate communal and social-economic message.

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

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

College is undertaking various initiatives in the form of celebration of days of Eminent Personalities, National Festivals, N.S.S., Y.R.C. and other such activities to provide for an inclusive environment by bringing students and teachers with diverse background on single platform for creating inclusive environment. College sensitizes the students and the employees of the institution to the constitutional obligations about values, rights, duties and responsibilities of citizens which enable them to conduct as responsible citizen. College establishes policies that reflect core values. Our institution takes all possible initiatives in organizing various events and programmes for moulding the students and staff to become responsible citizens of the country by sensitizing them to the constitution of the country.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

D. Any 1 of the above

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

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

Institution celebrates/Organizes national and International commemorative days, events and festival

Independence Day, 15th August

Teaching faculties and non- Teaching staff gather in the morning and participates in the Flag Hoisting Ceremony and everyone participates in National Anthem. After this Principal gives motivational speech.

Teachers' Day, 05 September



Teachers' day is celebrated to acknowledge the Challenges, hardships, and the special role that teachers play in students life. Teachers Day is one such event for which Students and teacher equally look forward to.

Gandhi Jayanti : 02 October

To honour Mahatma Gandhi's role in Indian Independence Community, historical Celebrations. It is an event celebrated in India to mark the birthday of Mahatma Gandhi.KLP celebrates Gandhi Jayanths every year and remembers the significant role played by Gandhiji.

Republic Day: 26 January

Republic Day the date on which the Constitution of India came into effect on 26 January, 1950 replacing the Government of India Act (1935) as the governing document India and thus, turning the nation into a newly formed republic.KLP celebrates the Republic Day every year. Our Principal hoists the National flag and delivers speech highlighting the significance of Republic Day. Student wing of IQAC (SQAC) took active part in this event.

International Womens Day: 8 March

International Womens Day is a time to reflect on progress made to call for change and to celebrate acts of courage and determination by ordinary women, who have played an extraordinary role in the history of their countries and communities. KLP celebrated women's day with great enthusiasm and fervor. We decorated the college building, announced a color and dress code for the day, Brain Storming sessions were held. Talent Show was also organized.

International Yoga Day, 21 June

Spreading growth development and peace throughout the world, making people aware of physical and mental illnesses and providing solutions through Yoga.It also aims to develop a habit of meditation for peace of mind, self-awareness which is necessary to Survive in a stress free environment.

KLP encourages Yoga activities and Sports Department organizes a Webinar on Yoga and its significance for students and faculty members on 15-08-2021.

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

## 7.2 - Best Practices

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

### FIRST PRACTICE

#### 1. Title of the Practice

#### HERBAL GARDEN

The college has developed a well-maintained Herbal/Medicinal Plant Garden. It has different varieties of medicinal plants tagged with their biological nomenclature. The medicinal plant garden is unique in a way that it has almost varied species of plants and herb with a long history of use in folk tradition.

#### 2. Objectives of the Practice:-

(i) To make the students and the teachers aware of various herbal plants and to be able to identify different plants and understand the economical and medicinal uses of those plants.

(ii) To popularize the usefulness of commonly available and frequently used herbal plants and to conserve the associated traditional knowledge for future generations, in a fun and practical way.

(iii) To inculcate a sense of familiarity with surrounding biodiversity and its conservation, especially herbal plants, sustainable use of biodiversity resources, particularly the medicinal and aromatic plants.

(iv) To achieve a cleaner and greener environment in and around the campus.

#### 3. The Context

In the wake of the COVID-19 pandemic, IQAC took the initiative to develop a Herbal or Medicinal garden.

#### 4. The Practice

Medicinal plants are recognized as a major but increasingly threatened global resource. The College has established the evaluation and extraction of drugs obtained from plant source. Herbal garden is of immense value to educate the children about the treasure of Indian Ayurvedic way of treatment.

#### 5. Evidence of success

- A place of quite communion and learning, the Herbal Garden is a haven for all who visit, work and study in our campus. The herb garden also provides students with an opportunity to gain hands-on experience gathering and tending medicinal plants. It offers a living example of the herbal medicines.
- Permaculture principles are applied to the garden design enabling it to be more in harmony and balance with the rhythms and energies of nature.

#### 6. Problems Encountered

There are no problems in maintaining this medicinal plant garden.

### SECOND PRACTICE

#### 1. Title of the Practice

#### EXPERIMENTAL LEARNING: ENTREPRENEURSHIP AND INDUSTRY-INTERFACE

2. Objective : In pursuit of the holistic development of its students which would enable them to have greater control over progression in the personal and professional spheres the college emphasizes on Conducting a diverse range of activities with vital emphases on 'experimental Learning'. The underlying philosophy is to impart the requisite skills and proficiencies needed to build the competencies to Succeed. The college also focuses on developing the ability of the students to merge their personal development with the Social responsibilities.

3. Context: - Importing the theoretical curriculum in isolation is not adequate for intellectual and responsible growth of an individual. Industrial- academia interfaces and corporate interactions are critical ingredients for making successful future executives. Students of BBA, B.Com (H), BCA, M.Com, M.Sc.(Geography) must learn to implement theoretical Concepts practically. In the context of the current highly competitive and dynamic environment Students often lack the first-hand experience and requisite skills to deal with the real life problems. They also lack required motivation to continue and excel in the careers they chose. Today, youth possesses immense aspirations. Their abundant energy and talents need to be channeled in the right direction. They need to be motivated through inspirational leadership so that they can identify opportunities and deliver the best solutions for one progress of the society. Education and industrial interconnectedness throw up many challenges and the institution is trying to take up and address a few of these. While doing the same, they will be able to help communities and society at large.

#### 4. Practices :-

- Application of skills through training:-

Students can enhance their applied knowledge through a myriad - Seminars Conferences and workshop Organized by the college throughout the year. All-round development of Students demand a 360-degree approach mixing elements of theory, practice application and innovation. In order to build future leader of the country, the college organizes seminars and training workshops on a variety of fields ranging from economics to dramatics, from the environment to commerce business. These trainings integrate academics with application and students learn to solve real world problems. We at college arrange Industrial visits for students and we have made it a part of curriculum activity. Students get a insight into the internal working of companies in the corporate world through this.

- Placement Assistance:-

The Placement Cell at KLP College, working in close co-ordination with its faculty advisor provides a platform for the students seeking recruitments to interact with potential recruiters on Campus. Guided by a set of rules and principles, it strives to maintain warm relation with firms. Preparing the recruitment Schedule for the year inviting firms for pre-placement talks on campus, followed by final placements, and overseeing the process till the end, is a responsibility that the placement cell endeavors to carry out successfully. Their commitment for Students is reflected in the rising quality of placements that students get every year

- Social entrepreneurial skills development:-

The college provides a platform to students so that they can create Social value from entrepreneurial opportunities, IQAC in collaboration with Rotary Club and Singer Machine Company made a proposal to set up a Sewing unit in college for Students. All the arrangements were made but due to lockdown it could not be materialized.

5. Evidence of Success :-

Being a part of interactive learning, such educational visits give students a major exposure to real working environment along with a practical perspective of theoretical concept relevant to their domain, and our student reiterated this fact in viva-voce and counseling sessions.

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

7.3 - Institutional Distinctiveness

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

**Institutional Distinctiveness**

K.L.P. College follows the holistic vision of all-round development in all possible spheres of activities. Its vision is attainment of academic excellence, which is not simply reflected in completion of the syllabus with in a specific time-frame or even brilliant results in University Examination. It consists in sincere effort on the part of students as well as teachers, which is possible only when there is perfect interaction between the teachers and the taught constant sympathetic and empathetic monitoring is absolutely essential for achieving this end. In view of that the college has introduced teacher-mentors for students. The vision embedded in this scheme is integration of the values of discipline and regularity into the teaching- learning structure to bring about a comprehensive improvement at all levels of academic development. Any educational institute has its priority to elevate the academic standard of it, which depends as much on teaching expertise and excellence as on the ways values are instilled in the students. K.L.P. has sought to address the teaching-learning process from a different angle. More than attending classes and conducting examination in the conventional manner, it has made the students interested in the curriculum as well as in the curriculum delivery to enable them to participate in the interactive process. In this, respect it is the responsibility of the mentors to priorities evaluation of the curriculum delivery and the student feedback that goes with it. Each mentor while emphasizing the basic values of the teaching- learning process, seeks to inculcate in the students the importance of regularity and curiosity to address areas taught which pose problems for them. Mentoring concerns student participation, interaction and feedback and the mentor considers it his primary responsibility to stress on this point. To this end, the mentor for every section looks to maintain balance between premise and performance. Keeping in view, with this outlook, the mentors have got the thrust area of their work earmarked: open a channel of communication with students under their supervision and assess the outcome at the end of each academic session. In view of the above, the outcome after the last academic session has been impressive. This can be gauged from the following factors.

1. The attendency of students have picked up remarkably, a majority of them have improved on their percentage of attendance. Students with low percentage have been warned.
2. There has been a qualitative improvement in the standard of teaching-learning process.

Thus, mentoring is the core area in which the college has been able to perform well and initiative is being taken to involve all the students in to this mentor-mentee process.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

**FUTURE PLANS**

1. Upgradation of college Website
2. Installation of Solar System
3. Digitalization of college Library
4. Waste Management Project .
5. Introduction of Job-oriented courses like MBA, M.Com.(Honors), Artificial Intelligence.