



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

Part A	
<b>Data of the Institution</b>	
<b>1. Name of the Institution</b>	TIKA RAM GIRLS COLLEGE
Name of the head of the Institution	Dr Monika Verma
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01302242059
Mobile no.	9468100659
Registered Email	principal.trgc@gmail.com
Alternate Email	iqactrgc2@gmail.com
Address	Mission. road Near Gur mandi, sonapat 131001
City/Town	SONEPAT
State/UT	Haryana
Pincode	131001

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Women			
Location		Urban			
Financial Status		Self financed and grant-in-aid			
Name of the IQAC co-ordinator/Director		Dr Santosh Rathee			
Phone no/Alternate Phone no.		09354821247			
Mobile no.		9354821247			
Registered Email		iqactrgc2@gmail.com			
Alternate Email		ratheesantosh86@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		<a href="https://trgc.edu.in">_https://trgc.edu.in</a>			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		<a href="https://trgc.edu.in">https://trgc.edu.in</a>			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C++	6.7	2003	21-Mar-2003	21-Mar-2008
6. Date of Establishment of IQAC			07-Jan-2019		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC		Date & Duration		Number of participants/ beneficiaries	
<b>No Data Entered/Not Applicable!!!</b>					
<a href="#">View File</a>					

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>No Data Entered/Not Applicable!!!</b>				
<a href="#">View File</a>				

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

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

2

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

- To organize National Seminar By English dept. Educational tours promotion of the use of technology To host Zonal youth festival (Sonipat Zone) Feedback from stake holders Grievance redressal mechanism Extension lecturer by various departments. Reduction of plastic conversion of ordinary tub light into led, lights

[View File](#)

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

Plan of Action	Achivements/Outcomes
<b>No Data Entered/Not Applicable!!!</b>	
<a href="#">View File</a>	

**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
MANAGEMENT	12-Mar-2020
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	10-Mar-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The MIS system is implemented in the college to give maximum benefits to students, teachers management. The MIS gives clear data to management regarding fees received outstanding amount of every student. The information regarding students is displayed on the notice board. Teachers staff members are informed through whatsapp email. MIS (Management Information System) helps to segregate and systematize the data as it saves time and further helps in utilizing the time for planning effective strategies to provide a better learning experience to students. MIS is an organized way of recording, storing data and retrieving information. The Department of Higher Education seeks to create a consolidated and comprehensive management information system as a single source of authentic data. Students are the heart of an educational institution. MIS stores data such as personal data, exam records, hostel management, fee collection, library details etc. Additionally, it keeps track of the day to day progress of students which is eventually used to analyze and monitor the improvements in students' overtime. MIS helps in various activities: • Online Admission: MIS helps in admission process Department of Higher Education (DHE) provides portal/website, where students have to</p>

register within a specific period of time by filling online registration form. Relevant information is entered in a system. After that merit lists are generated class wise. Students can take admission after generating challan and depositing fee in the college through net banking. Many other facilities like automatic roll no. generation after admission, faculty change, subject change, scholarship etc. are available daily. Examination and Result: Internal assessment, practical marks are uploaded with the help of portal provided by M.D. University, Rohtak. Examination related student data is uploaded at the portal. Online results are provided by University on portal. • Student data automation: Data related to results, DMC, subject wise, programmewise is maintained by the college internally. • Library Management system: LMS is used to share and retrieve vital information needed to carry out daily operational functions of library. Keep the record of different categories like books, journals, newspapers, magazines etc. Classify the books according to subject so that the availability of books can be checked by students and faculty. Fees collection: A proper system is available for fee collection as well. Time to time updation helps the management for taking various decisions. • With the help of MIS these benefits availed by the students are managed properly. • SMS System: The system helps students and faculty get immediate information for college events/functions etc. beforehand. • Bus/Railway Pass facility: The information to students regarding Bus pass facility and railway vouchers is uploaded on the transport portal online. The students avail the concessions.

## Part B

### **CRITERION I – CURRICULAR ASPECTS**

#### **1.1 – Curriculum Planning and Implementation**

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

The College has developed a structured and effective implementation of the curriculum. At the beginning of semester an academic calendar is made strictly

adhering the syllabus regime and guidelines prescribed by Maharishi Dayanand University, Rohtak . The faculty converse about curriculum design and modifications are done. College also prepares its academic/ Activity calendar to be followed by the faculty members and activity incharges of the college prepare the college time table and departmental time table is accordingly distributed. Classes are conducted according to the time table. The college has a strong internal evaluation system which assess the comprehension of the students through class tests, seminar, group discussion, presentation, practical's etc. Students are also sensitized about social issues to increase their awareness. The latest syllabus of all the classes and subjects along with calendars of academic, cultural and sports activities is provided by the affiliating university through its website in the beginning of each session. The curriculum specified by the M.D. University Rohtak is effectively imparted to students with the support of university and institutions through well planned semester wise academic calendar. Following are the various means through which the curriculum is executed- Academic calendar: Academic calendar is prepared as per M.D. University, Rohtak academic schedule and the requirements at the college level as per the action plans framed. Structured Time Table: A very systematic and structured time table has been designed for each and every department in the beginning of session. Lesson plan: Teachers make lesson plans from the syllabus and deliver lectures according to this plan and adhere to it properly. All the information regarding syllabus, revision plans, field visits and class tests is mentioned in lesson Plans. Lesson plans are also displayed on notice Boards. Lesson plan also includes course outcomes, course objectives, content topics, references books. Assignments and field visit: For effective operationalization of the curriculum, many projects and assignments are offered to students to create an insight and practical knowledge of their concerned subjects. Many Extension Lectures are also organized for students by experts related with syllabus. The institution monitors the progress and performance of students through frequent class tests, assignments, debate, group discuss and quiz competition and the final semester examination held by M.D.U. The record of progress of the students is well documented and intimated to their parents also. Smart class Rooms and E learning resources: apart from conventional teaching methods, the faculty members are encouraged and motivated to utilize the smart class rooms.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Fashion Designing	NA	01/08/2019	90	Both	Soft Skill
Beauty Wellness	NA	01/08/2019	90	Both	Soft Skill
NA	PG Diploma in Yoga Science	16/07/2019	180	Both	Soft Skill

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

#### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the

affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MA	Hindi	01/07/2019
MA	English	01/07/2019
MA	Pol Science	01/07/2019
MA	Economics	01/07/2019
MA	Psychology	01/07/2019
MA	history	01/07/2019
MA	Geography	01/07/2019
MSc	Maths	01/07/2019
MSc	Chemistry	01/07/2019
MSc	Physics	01/07/2019
MSc	Computer science	01/07/2019
MCom	Commerce	01/07/2019
PG Diploma	Yoga	01/07/2019
BA	Arts	01/07/2019
BCom	Commerce	01/07/2019
BCom	Hons Commerce	01/07/2019
BSc	Science	01/07/2019
BSc	Sports science	01/07/2019
BA	English Hons.	01/07/2019
BCA	Computer	01/07/2019
BPed	Physical Education	01/07/2019

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

	Certificate	Diploma Course
Number of Students	10	43

## 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

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

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

## 1.4 – Feedback System

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

Students	Yes
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Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

**Feedback Obtained**

The college has originated an efficacious feedback system from various stakeholders for the holistic upliftment of institutions. Feedback is collected from the students teachers, alumni and parents through feedback Performa and required amendments are done at the end of each semester. Student feedback is also received through student faculty committee meetings and classroom interactions. Feedback received from students is evaluated by teachers and used to leverage pedagogy and curriculum enrichment .There is suggestion box in the college for use by the students to express any grievance or complaint. The box is opened every week by the college administration under the supervision of the Principal. Such representations are addressed by the Principal through meetings with students and teacher bodies. The Staff Council Meeting on the opening day of the session recapitulates the decision for implementation of new strategies and programs. This is to facilitate their understanding of the course content and shortcomings, if any. Alumni association is formed to strengthen the relationship among the teachers and alumni of the college. The principal and the staff members assure the possible help to sort out the problem of alumni and it lead to organise alumni associations meetings time and again. A good number of the respondents are selected in each category of stakeholders from the college through random sampling technique to collect feedback from them. The college collects the feedback on prescribed Performa by framing a structured questionnaire .Average score has been calculated by analyzing every aspect. The collected Performa are analyzed and discussed by the Principal and faculty members. After analyzing the feedback forms, all the aspects, whose average score is low, are being reviewed and accordingly corrective and improvement measures are taken for the holistic development of the students and over all development of the institution. These practices have been appreciated by the parents and created a bond between the parents and the institution .

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

**2.1 – Student Enrolment and Profile**

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

**2.2 – Catering to Student Diversity**

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1495	729	10	4	63



## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
77	67	25	25	5	8

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Tika Ram Girls College has always considered mentoring valuable in providing an excellent support system for students at critical points in their student life. Mentoring also offers a host of other benefits for both mentors and mentees as mentoring mutually allows participants in developing transferable skills that help in students during their time of further studies and beyond. For students no one can be a better mentor than an experienced and trusted advisor who is also their teacher. Teachers as mentors share with their mentees information about their career path as well as provide guidance, motivation, emotional support and become a role model for students. Mentors play a pivotal role for the mentees in modern day world which is full of stress and anxiety. With a nuclear family system at home and both parents working, the young students are left to their own. The level of intimacy with the parents is reducing and the time for interaction with each other is getting limited. As a result the students are getting isolated and take recourse to internet and social media to keep themselves busy. Parents draw satisfaction by providing their wards with costly electronic gadgets and costly coaching classes. In such a situation the role of the mentor at the educational institute becomes significant as young students spend almost the same time with their mentors as they spend with their parents. And as is inscribed in our ancient books the role of a Teacher is vital in shaping and moulding the personality of the Student. A mentor is supposed to do precisely the same in the modern context. The mentor takes personal interest at the individual levels of the students and tries to sort out their personal problems. For this purpose, teachers are assigned the list of students at the very beginning of the session so that the mentors and the mentees have maximum time for interaction during the session. The details of their family background, contact no. of parents are recorded to ensure communication with the parents. In mentees diary, a record of their growth and transformation in the institution is recorded. Their academic record is given top priority to enable the students better their performance. Any disturbance or impediment that they face at home or college is considered and taken care of, their grievances are redressed within the given parameters. The purpose of the whole exercise is building the trust of the mentee in the mentor which enables the mentor to suggest the mentee to work on her strengths and weaknesses. The purpose of the above exercise is to make the mentee recognize her capabilities to achieve her goals in career and life. The mentee is suggested corrective measures without addition of anything punitive. Regular interactive sessions are held with the students every fortnight where students are encouraged to open up their hearts and minds with the mentor.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2224	77	1 : 29

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
77	77	0	0	14

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

Year of Award	Name of full time teachers receiving awards from state level, national level,	Designation	Name of the award, fellowship, received from Government or recognized
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	international level		bodies
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

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

Regular evaluation is a must in education. Not only the evaluation methods are to be adopted but it is also to be ensured that the stakeholders, i.e. the students are given fair and equal opportunities for evaluation. The internal evaluation is undeniably very significant component of any teaching-learning system. Therefore, a transparent system of evaluation of students is effectively implemented in the college. Various criteria are already underlined for the purpose as per the norms of the university, like submission of assignments, class tests and attendance record. These are strictly followed for internal evaluation of the students, and the weightage assigned to any students is a culmination of the continuous efforts of the student only. Wherever requested, however, the students are provided additional chances to improve their performance. As the credit is based on (i) conditional tests (pen-paper), (ii) attendance record and (iii) assignments, the individual performance is student controlled. To ensure transparency, the internal assessment scores are displayed through notice boards and college website. The teachers maintain attendance-record of the students, which is also accessible to the students. Wherever it is desired, the parents are also informed about the defaulting students. The consolidated report is also checked by the Principal. The record of Internal Assessment is maintained for future reference by the concerned department, Controller of Examination of the College and administrative office as well.

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

The College is affiliated to MDU Rohtak. Academic calendar is followed strictly. The academic calendar of the institution is, thus, an expanded model of the framework provided by the university. The details are worked out at micro-level to effectively implement various academic and curricular activities during the year. Various departments, cells and committees of the college discuss in length the conduct of co-curricular and extra-curricular activities in the year. The heads of various departments, conveners, faculty members and student representatives, if desired, are involved in discussions. The various events finalized by this method are then consolidated to form an institutional academic-cum-activity calendar. After approval by the Principal, the calendar is implemented, and is also displayed on the college website. The students are always encouraged to participate in various competitions at college-level, inter-college and inter-university level, in order to prepare them to face various situations and to develop a healthy competitive spirit among them. Academic activities are given maximum weightage, and the other significant aspects required for overall growth of students are also blended in suitable

proportions while finalizing the academic calendar of the college.

## 2.6 – Student Performance and Learning Outcomes

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

<https://trgc.edu.in>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

## 2.7 – Student Satisfaction Survey

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

<https://trgc.edu.in>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

### 3.2 – Innovation Ecosystem

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

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

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

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

Name of the Department	Number of PhD's Awarded
Commerce Dept.	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Hindi	1	3.47
International	Computer Science	1	5.09
<a href="#">View File</a>			

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

Department	Number of Publication
Hindi Department	2
<a href="#">View File</a>	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
<b>No Data Entered/Not Applicable !!!</b>						
<a href="#">View File</a>						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
<b>No Data Entered/Not Applicable !!!</b>						
<a href="#">View File</a>						

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

Number of Faculty	International	National	State	Local
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

## 3.4 – Extension Activities

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

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

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

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

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

**3.5 – Collaborations**

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

Nature of activity	Participant	Source of financial support	Duration
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
<b>No Data Entered/Not Applicable !!!</b>					
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

**CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES**

**4.1 – Physical Facilities**

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
10937000	10891681

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
<b>No Data Entered/Not Applicable !!!</b>	

[View File](#)

## 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Tech Lib 7	Partially	7	2003

### 4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
<a href="#">View File</a>			

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
<a href="#">View File</a>			

## 4.3 – IT Infrastructure

### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	101	3	10	0	0	13	5	200	5
Added	18	0	1	0	0	0	0	0	0
Total	119	3	11	0	0	13	5	200	5

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

200 MBPS/ GBPS

### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

## 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
5300000	5567991	5450000	5617500

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

institutional Website, provide link)

The college campus is spread over vast area of 4.97 Acres with natural surroundings. Being a Govt. Aided college, the maintenance and upkeep of infrastructure is undertaken by college funds and grant received from various funding agencies for the purpose. The campus security and maintenance is monitored through surveillance cameras. The college has 38 number of class rooms with all required facilities like, furniture, lightning, fans, and Black/white boards etc, with proper ventilation adequate space for each student. Regular cleaning and maintenance is carried out by sweepers appointed in college and hostel. Considering COVID-19 situation touch free hand sanitizer with foot press stand are installed in required areas. One of our senior faculty members has been deputed as property in charge of the college. She maintains and takes care of the record of all equipment purchased in the college. The college has 14 laboratories with all required facilities and instruments. Each laboratory has its own lab attendant to record and maintain the equipments and other items. The institution has well established procedures, policies. Various committees are formed in the college, such as construction committee, purchase committee, infrastructure committee for the maintenance of all the infrastructure of college. It has well equipped laboratories, a library, a conference hall, class rooms etc. All required latest equipments are accessible in labs for conducting practical. For effective utilization and proper maintenance of labs well trained lab attendants are appointed who are supervised by HODs of the concerned departments. Power backup is maintained through generator and invertors. IQAC carries out the annual internal audit. Antivirus software is installed in the system in library and in computer lab. Pupils are emboldened to participate in different sports and cultural activities at state, national and international level which contribute to their holistic development. The Hostel has its own administrative staff to control and maintain the Hostel Building and facilities for girls' security. The Hostel building is also monitored through surveillance cameras and day night watchmen. The Hostel accommodation is provided on very economical rates.

<https://trgc.edu.in>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nill	Nill	Nill
Financial Support from Other Sources			
a) National	Nill	Nill	Nill
b) International	Nill	Nill	Nill

[View File](#)

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
<b>No Data Entered/Not Applicable !!!</b>			

[View File](#)

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Career counselling by placement cell	60	60	26	32
<a href="#">View File</a>					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
8	8	10

**5.2 – Student Progression**

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

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

Items	Number of students selected/ qualifying
<b>No Data Entered/Not Applicable !!!</b>	
<a href="#">View File</a>	

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

Activity	Level	Number of Participants
<b>No Data Entered/Not Applicable !!!</b>		
<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 national/international level (award for a team event should be counted as one)



Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
<b>No Data Entered/Not Applicable !!!</b>						
<a href="#">View File</a>						

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

The college involves the students who are its primary stake holders to the utmost possible extent in most of the facets of its functioning and in such spheres of activity which are statutorily permissible. The IQAC cell has students' representative. There are various bodies of the college which provides an opportunity to the students to devote part of their time to the service of humanity. These bodies or committees are women cell, youth red cross, legal literacy cell, grievance cell and national service scheme (NSS). The advisory committee of NSS is its supreme decision making body and best girl volunteers are nominated each year in this body. Its main objective is to promote healthy corporate life on the campus, to ensure maintenance of proper academic atmosphere, orderliness on the campus to assist in organizing various cultural and sports functions. This empowers the students in sharpening their leadership skills along with inducing feeling of responsibilities, rules, regulations and executive skills. Students monitor various committee like discipline committee, decoration committee, extended committee and actively participate in various inter college competitions, fine arts and inter departmental competitions. College magazine 'Bhav Tulika' has due representation of students in the form of students' editor of each section. The college creates a platform for the active participation of the students in the various academic activities including other extracurricular activities though there is no formal students' council in the college. All the activities, functions of departments are student centric. The students also handle some activities like celebration of Holi Festival, awareness about environment conservations, rallies about various social issues, celebration of National Youth Day etc. The students actively participate and remain active is national and international seminars.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

32

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

7200

5.4.4 – Meetings/activities organized by Alumni Association :

We have an alumni association. Alumni are invited to share their experiences they are also honoured on special occasion. Feedback is also taken for further improvement. Alumni meeting are conducted once in a year.

#### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

##### 6.1 – Institutional Vision and Leadership

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

words)

Decentralization has a substantial impact on higher education policy, planning, and management, in which the administration, the principal, teaching staff, non-teaching staff, student representatives, and other stakeholders are jointly empowered to propose, design, formulate, and execute academic initiatives within the framework of DGHE/MDU regulations for good governance and quality education. Each department promise to support the other needs and requirements. There are committees like the Discipline Committee, the Purchase Committee, the Construction Committee, the Timetable Committee, the women cell, the transportation cell, the grievance cell, the library advisory committee, and cultural, admission, and anti-sexual harassment committees. For smooth functioning the list of committees is displayed on college website at the commencement of session. These committees carry out their assigned tasks. The librarian is also consulted with the HODs regarding the purchase of library books for the forth coming session. The Principal finalizes the various heads of the budget and then in consultation with the Deputy Supdt., Accountant and Bursar prepare an estimated budget. The Finance Secretary of the management then prepares the Annual Budget which is presented before the administration in the budget meeting in which staff representatives of the college also participate. The Budget is approved after the required changes suggested by the members of the administration. Principal is empowered by the Management to take all major decisions. The Principal encourages active participation of the staff members in decision making machinery. As a part of its policy decentralization every year administration provide opportunity to each new member to be editor in chief of its college magazine -Bhav Tulika which show cases the events and activities of the college. Students are mentored time to time. Students Council is given due representation in IQAC. Time to time students are mentored by the teachers to know their problems and solution is provided Academics calendar is made in advance in consent with the department heads and in charge of various cell /clubs and displayed on website of the college every year Principal takes necessary meeting round the year to ensure implementation of the academic and other activities. DGHE gives sufficient freedom to the Principal, who is the academic head of the institution to function in order to fulfil the vision and mission of the institution. All the academic and co - curricular responsibilities are fairly divided among all the staff members. The effective leadership which is manifested in all its affairs has led to the academic excellence. The administrations encourage them and support them at all level.

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

Yes

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	The institutes' long-term plan focuses on infrastructure and physical facilities, sports and cultural facilities, the introduction of new courses, IT connectivity, research promotion, the organization of national and international seminars and conferences, enhancements in extension, environment-oriented and green campus activities, and healthy practices. The plan outlines the timing and road map for the events. During the COVID-19

Pandemic, the following strategy was implemented to ensure efficient and effective academic and administrative performance: To deal with the increasing threat of COVID-19 transmission of infection among the teacher fraternity and students, the Haryana Department of Higher Education (DHE) has decided to keep the college closed for students and teachers. College administrators made online educational materials available to their students in this connection. Teachers offered materials on various themes of their respective subjects to their students during this lockdown period, as per the lesson plans. Teachers made good use of their work-from-home time like distributing study materials, assignments, projects, notes, and a series of e-content (lectures) to students following the curriculum via YouTube, Google Drive, and Whatsapp groups.

Teaching and Learning

-- Students are given assignments and class examinations. Internal tests, quizzes, group discussions, industrial visits, and additional sessions are also held. The institute is associated with MDU, Rohtak, for examination and evaluation.

Examination and Evaluation

The exams are held according to the university schedule. The university examinations worth 80 marks out of a possible 100 marks for each topic. The remaining 20 of the marks are reserved for the faculty to for assessment based on student performance, attendance, assignments, and class tests. These internal evaluation marks are submitted to the university to be added to the final marks.

Research and Development

The institution organizes national seminars and conferences for faculty and welcomes individuals from outside to give papers and attend the same. Faculty members are encouraged to publish their findings in national and international conferences and journals. Faculty members who attend the seminar-workshop are granted academic leave. The institute has internet access for evaluating online materials.

Library, ICT and Physical Infrastructure / Instrumentation

All classrooms are big, well-lit, and well-ventilated. CCTV cameras have been installed throughout the campus to

provide safety and security. The college also features a multipurpose hall. The college has generators for non-stop backup power supply. There is also a water harvesting system. The library has adequate space, furniture, chairs and tables. The library remains open on all the working days. Library committee is in college with senior teacher as convener of the Library committee and other teachers from various faculties as members. This committee also includes its students' representative.

Human Resource Management

The college conducts workshop for teaching and learning, professional ethics and human values so that faculty update their knowledge regarding new pedagogic techniques and also to encourage and involve the students for an effective outcome. The college also inspire the faculty members to take part in orientation and refresher courses and seminar. All the staff members are involved in FDPs, programs. Teaching staff members perform duties as invigilators/deputy supdt. /centre supdt. /observer etc. during examination. Non-teaching staff members are also assigned duties in examination

Industry Interaction / Collaboration

Students are exposed to industry by visiting various industries. The college includes a specialized placement cell for employment placements and provides bright chances for students.

Admission of Students

Admission of students is carried out following the policies and procedures of MDU, Rohtak. DGHE centralized the entrance process from 2019-2020. The entire class must fill out their application form directly on the portal. The DGHE sends the merit list to the college. Admissions are strictly based on the DGHE list.

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

E-governance area	Details
<p>Planning and Development</p>	<p>IQAC plans a variety of developmental activities. The SMS system is in place to keep all stakeholders informed. The website is updated regularly. E-Governance is still being implemented for a variety of activities. Leave is requested by email. The majority of the data is digitally stored. Bulk SMS is</p>

	used to send urgent messages. Finance and accounting records are kept electronically. All payments and receipts are digitally recorded.
Administration	All day to day activities like Quotation, purchase, order etc are done through email (like letter for practical examination). • Staff Management, Leave Management, Student Management, Notice board, Timetable, Attendance through Email. Biometric Attendance system for teaching and non teaching staff. • University return forms for student admission through ERP Portal.
Finance and Accounts	Salary of staff direct into Bank Accounts. • Balance sheets and report generation through Tally ERP• Office is fully computerized. The details of student's admission are online on ERP portal. Maintenance of college accounts through tally. Salary is received through govt. portal
Student Admission and Support	Students can examine the prospectus, apply for admission, and enrol online. The library is computerized as well. The webpage contains information on pupils. Students can also email the college with their questions.
Examination	Examinations are held according to the MDU schedule. Internal assessment and absence information is being supplied to the institution through the university online. The university issues admit cards, date sheets, exam notices, and exam results online.

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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staff

No Data Entered/Not Applicable !!!

[View File](#)

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	54	0	46

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
College gives Duty Leave, Organize workshops and counselling session to keep them strong and grow holistically. ATM and Punjab national Bank situated on the campus an easy access for financial Transaction. Staff Quarter Maternity Leave.	Organize FDP for Non Teaching staff to keep them strong and grow holistically. Staff Quarter Maternity Leave. ATM and Punjab national Bank situated on the campus an easy access for financial Transaction. Fees Concessions to the children of the staff. Uniform for peon and Bus Drivers, watch men of the institutions. Wheat loan	Fees Concession Provisions of payment of fees in instalments to the needy students. Transport facility SC-BC Scholarship. Book- bank facility for meritorious and poor students.

## 6.4 – Financial Management and Resource Mobilization

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

Internal Audits and external audit are conducted regularly. The college bursar along with purchase committee supervise and ensure that all financial transactions are done after due care and as per rules. After getting the requirements from various departments and cells, and subsequent approval of the Principal, the purchase committee purchases the items as per the rules and procedures. To make the system more transparent, the bills are perused by the President, Governing body before final payments. All the financial transactions and payments released by the Principal are put forward in the meeting of the administration. The accountant of the college maintains all the financial records in accounting software Tally ERP. All the vouchers and bills are duly audited by qualified and well experienced Chartered Accountant and also conduct audit of the grants received from other funding agencies for organising academic and research activities. The college ensures that all its expenditures are audited, internally. To keep the record transparent and to ensure accountability, the college office prepares the balance sheet clearly indicating the amount spent under different heads during. The balance sheet is signed by the Head-clerk, Bursar, Principal and the chartered Accountant and

put before the administration for their perusal and observations.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

36458886.71
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## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	External Experts	Yes	Management/ IQAC
Administrative	Yes	External Experts	Yes	Management/ IQAC

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

PTM 1. The Parents of such students who are not regular in their classes or who are not performing up to the expectations are called for discussion to improve their performance. 2. The mentors get to interact with parents during these meetings and get a better insight of students psyche and conduct while she is at home. 3. Parents- Teacher meeting is regularly conducted in a year. 4. Regular Feedback and suggestions are invited from parents to improve academic and administrative issues to provide best facilities for the students.

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

1. Faculty Development Programme was organized for supporting staff from 16.12.2019 to 21.12.2019 on Tools and Tips for Safe online transaction 2. Faculty Development Programme was organized for supporting staff from 18.11.2019 to 23.11.2019 on Stress Management. 3. Quality improvement and personality development programme for supporting staff.

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

1. Eco club to Promote save energy campaign, environmental consciousness and water conservation, tree plantation, ban on the use of plastics etc. time to time. 2. Enhance ICT thrust on Teaching Learning. 3. Exam will be conducted through offline and online mode. 4. Power Point Presentation will be organised on the topic of online education, Education for Development/Depletion, Ambient / Intelligence vs Virtual reality, Climate imbalance, Freedom of speech and its impact on the media. 5. Online 3D Animation Competition on the Theme of Aatmanirbhar Bharat.

6.5.5 – Internal Quality Assurance System Details

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

## 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES****7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Transport facility for girls from rural areas	16/07/2010	30/06/2020	325	0
Sexual Harassment committee for girls	16/07/2019	30/06/2020	2224	0
Anti Ragging Committee for girls	16/07/2019	30/06/2020	2224	0
Grievance Cell for girls	16/07/2019	30/06/2020	2224	0
Banking Services and Self Employment Vocational Guidance Week by District Employment Office	25/07/2019	25/07/2019	418	0
Celebration of National Deworming Day and distribution albendazole tablets	08/08/2019	08/08/2019	120	0
Seminar was organised by Math Department on the Topic of Application of Mathematics	10/08/2019	10/08/2019	25	0
Water Conservation, Benefit of Healthy Diet,	22/08/2019	22/08/2019	316	0



Anti Ragging, and Awareness Programme by Dist. Level legal services.				
Rally on Impact of Fast food	09/09/2019	09/09/2019	59	0
Speech Competition and Poetic recitation on Hindi Diwas	14/09/2019	14/09/2019	31	0
Youth Festival	04/11/2019	06/11/2019	382	0
National Seminar of English Dept.	19/11/2019	19/11/2019	156	0
Celebration of International Womens Day and Motivational Speech by Dr. Monika Verma	08/03/2020	08/03/2020	97	0
Extension lecture on Beti Bachao Beti Padhao by Dr. Anita Singh	09/03/2020	09/03/2020	100	0
Extension lecture on Road Safety Rules by MR. Japan Singh (Sub. Inspector Traffic Police)	11/03/2020	11/03/2020	98	0
First Aid Training for Girls	12/03/2020	12/03/2020	100	0
Online State level Inter College Essay writing and poster making Competitions by Geo. Dept.	08/05/2020	08/05/2020	26	0
Inter College Collage Making and Yogasana competition by Physical Edu. Dept.	12/05/2020	12/05/2020	125	0
Online Slogan	14/05/2020	14/05/2020	55	0

and Poster making Competition by History and Pol. Sci.				
Online State level Inter College Sketching, painting , short video making by Commerce and Economics Dept.	14/05/2020	14/05/2020	32	0
State Level Inter College Poster Making and Poetic Recitation Competition organised by Eng.,Hindi, Dept.	15/05/2020	15/05/2020	19	0

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

Percentage of power requirement of the University met by the renewable energy sources
<p>The institute remains committed to high standard of environmental protection and focuses on developing a strong focus and reputation for being environmentally responsible institution. The institution promotes regular engagement of its students with the community by organising different activities. We regularly promotes environmental consciousness about energy saving, water conservation, tree plantation, ban on the use of plastics etc time to time. There is proper dustbin facility non biodegradable waste is collected by the municipal corporation daily. Van Mohatsav is celebrated every year and students take pledge to plant more trees and preserve newly planted saplings. Awareness regarding save environment is done by organising various competitions such as speech, poster making, best out of waste, debates, rallies etc. Various efforts are made to save electricity by awaring students to save energy resources by switching of lights and fans when they are not in use. There is a proper E-Waste management system, besides these different meaningful activities like swatch Bharat Abhiyan is also organised in the campus. There is also a social awareness week that is celebrated every year in the institutes. Numerous important days such as Earth Day, Environment Day, Water Day, Ozone Day, World No Smoking Day, Yoga Day etc are celebrated by students and faculty members.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	4
Provision for lift	No	0
Ramp/Rails	Yes	4
Braille Software/facilities	No	0
Rest Rooms	Yes	4

Scribes for examination	Yes	0
Special skill development for differently abled students	No	0
Any other similar facility	Yes	4

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
<b>No Data Entered/Not Applicable !!!</b>							
<a href="#">View File</a>							

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

Title	Date of publication	Follow up(max 100 words)
For Student	28/05/2017	<p>For students 28.5.2017 Code of conduct (handbooks) for various stakeholders. Classes will be held as per the time table . The principal reserves the right to make any change as and when required. • Students are prohibited to use mobiles in the college campus. • Girls are not allowed to leave the college before 12:00 pm • Students should be particular about their attendance and performance in class tests. Failing which they may not be allowed to appear in university examination. • It is responsibility of the students to collect attendance details from the subjects teachers at the end of each session. In case of any confusion the same should be clarified from the concerned teacher. No complains in this regard will be entertained later. • Every students</p>

must carry her identify card throughout her stay in the college campus. • Attendance is mandatory for every students in college functions/ events. • Walking or talking in corridors during class time will invite punishment. • Whoever directly or indirectly participates in strike or any kind of misbehaviour shall be suspended, expelled or rusticated from the institution and shall be liable to fine • Proxy at the time of roll -call is an offence. • Students shall refrain from : i) Causing damage to college building, furniture or any other property. ii) Making noise in /outside the class room. • Students can meet the office staff any day after 10:00 am and the Principal after 2:00 PM for any official matter. • Guardians are allowed to meet their wards with the prior permission of the principal. • No student can display any notice on the notice board. • Students have to reach in their class room at the stroke of the college bell. Keeping in mind the carrier of the students, admission in Add -on course may be compulsory according to the eligibility of students.

For students	01/07/2019	Academic Calender
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7.1.6 – Activities conducted for promotion of universal Values and Ethics

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

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

Rain water Harvesting System Organic Compost Pits at different places. Herbal
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Park or gardens with many herbal and medicines plants All electrical and Electronics equipments switched of when not in use. Use of different colours dustbins at different places to collect the garbage Tree Plantation is a regularly activity in the campus by NSS and YRC volunteers. Environmental Studies, Introduced as per the UGC Regulations, all UG Programme,

## 7.2 – Best Practices

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

Practices 1:- Environmental awareness ideology Environmental awareness ideology evokes the necessity and responsibility of human to respect, protect and preserve the natural world from its anthropogenic afflictions. Environmental awareness can help to minimize pollution and global warming. Environmental pollution is one of the most alarming problems of the world. There is an instant need to inform the students and society about environmental degradation. The institute is taking various steps in the direction. Ban of Plastic in college campus.Hawan ceremony.Tree plantation drive by NSS units and youth red crossAdministrative staff is encouraged to use ICT for promoting paperless office.The students are motivated to take care of new seedling.To aware the students about switching off the electricity appliances when not in use.Facility of RO drinking water.Rain water harvestingSwach Bhart Campaign is the most significant cleanliness campaign by the government of India, to academic the efforts to achieve universal sanitation coverage. Swacch Bharat Campaign is observed throughout the year by NSS Volunteers. Practice 2 : Organization of various activities for the students An institution of higher learning is always known for transforming the students belonging to the different backgrounds of the society. This act involves the activities of diverse nature as now days the transformation involves all round development in a student. The transformation involves practices of different nature which results in facilitating self growth for realization of potential through the different ways of placement, competence and confidence building. An effort is made out to strengthen the ties with the community. This may help to inculcate and hence cultivate a sense of social responsibility in the student community. By doing so the college may inspire the students for carrying out the community work.

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

<https://trgc.edu.in>

## 7.3 – Institutional Distinctiveness

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

Institutional distinctive is much important in the overall progress and development of every institution. Tika Ram Girls College is always committed to execute extensive development of the students. The institution visualizes a bright future where the rural girls students are truly entitled through education. The institutions focus on the mission to achieve academic excellence, where we develop intellectual, cultural, moral and ethical values in students. The institution provides the virtuous and informative education to the students with innovative ideas in teaching and learning process. The Performance of the Institution in the area of Community Service is in consonance with the vision and mission of the college. Participating in community service not only make a difference to the organization and community being served, but also makes a difference to every student's career prospects. It also helps students to develop civic and social responsibility skills and become more aware what their community needs. Through service to others,

students improve their self-esteem, a sense of responsibility, and sensitivity to the needs of others. These extension and outreach programs are taken up by the college with the help of teachers and students. Our college not only imparts knowledge in excellence but also engages the students in serving the society and underprivileged in many possible ways. The teachers are using new innovative technologies to impart the quality education to the students. There are mentors groups in the institutes for the students to discuss about various problems of students. Parents' teacher meeting is a prominent and notable feature of the college curriculum. The faculty members are digitally literate and trained to use ICT which boost learners' knowledge and interest level. Students have a good and healthy environment in the college to improve their skills. Cultural and sports activities has been a custom in the institute. Every year sports activities, seminar, youth festival, educational competitions for example debate, poem recitation, essay writing, GK. Quiz competition are organised by departmental councils of the college. Students are encouraged to prepare projects on various social issues. 860 students got position in the merit list of university. 16 students got 1st position in the merit list of university. The institute has two units of NSS to develop the personality and character of the students. Yoga programme is also practiced in the institute. Tika ram Girls College has made remarkable progress in different domain and we are making out best efforts to give better quality education to our girls' students.

Provide the weblink of the institution

<https://trgc.edu.in>

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

To motivate the faculty members to adopt more and more information and communication tools (ICT) tools in order to be abreast with the latest technology. This will go in a long way to impart the quality education to the students of the area. To enhance the academic and physical infrastructure in the College library. Seminars, conferences and workshops must be organized for students and faculty members. Such activities involve the sharing of the latest research and information in a given field. So, the various stakeholders of the College stood benefitted. To conduct various extension activities to ensure the social participation of the institute in addition to academic achievements to plan and execute MOUs/collaborations/linkages with industries/institutes. To renovate the existing physical facilities. Signature of the Coordinator, IQAC  
Signature of the Chairperson, IQAC Dr Santosh Rathee Dr Monika Verma