



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	BANWARI LAL JINDAL SUIWALA COLLEGE, TOSHAM
Name of the head of the Institution	DR. RAKESH KUMAR BHARDWAJ
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01253258101
Mobile no.	9416221193
Registered Email	bljspgcollege@gmail.com
Alternate Email	rakeshdsc@gmail.com
Address	Banwari Lal Jindal Suiwala College, Tosham Sagwan Road, Tosham (Bhiwani) Haryana
City/Town	TOSHAM
State/UT	Haryana

Pincode	127040																								
<b>2. Institutional Status</b>																									
Affiliated / Constituent	Affiliated																								
Type of Institution	Co-education																								
Location	Rural																								
Financial Status	Self financed and grant-in-aid																								
Name of the IQAC co-ordinator/Director	DR. ASHOK KUMAR SAINI																								
Phone no/Alternate Phone no.	01253259122																								
Mobile no.	9416158881																								
Registered Email	bljsgcollege@gmail.com																								
Alternate Email	drashokksaini2009@gmail.com																								
<b>3. Website Address</b>																									
Web-link of the AQAR: (Previous Academic Year)	<a href="https://www.bljcollege.com/wp-content/uploads/2021/08/AQAR-2017-18.pdf">https://www.bljcollege.com/wp-content/uploads/2021/08/AQAR-2017-18.pdf</a>																								
<b>4. Whether Academic Calendar prepared during the year</b>	Yes																								
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://www.bljcollege.com/wp-content/uploads/2018/07/Admission-Brochure-2018-19-CBLU-Bhiwani_updated-page-055.jpg">https://www.bljcollege.com/wp-content/uploads/2018/07/Admission-Brochure-2018-19-CBLU-Bhiwani_updated-page-055.jpg</a>																								
<b>5. Accrediation Details</b>																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>72.00</td> <td>2003</td> <td>21-Mar-2003</td> <td>20-Mar-2008</td> </tr> <tr> <td>2</td> <td>B</td> <td>2.42</td> <td>2015</td> <td>15-Nov-2015</td> <td>14-Nov-2020</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	72.00	2003	21-Mar-2003	20-Mar-2008	2	B	2.42	2015	15-Nov-2015	14-Nov-2020
Cycle	Grade	CGPA	Year of Accrediation	Validity																					
				Period From	Period To																				
1	B	72.00	2003	21-Mar-2003	20-Mar-2008																				
2	B	2.42	2015	15-Nov-2015	14-Nov-2020																				
<b>6. Date of Establishment of IQAC</b>	01-Jul-2011																								
<b>7. Internal Quality Assurance System</b>																									

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
The subject wise Lesson Plan and teaching Plan for Even Semesters of UG/PG Courses were prepared and implemented.	19-Jan-2019 01	22
Organization of a Career Guidance and Counseling Programme for the students of 14 schools in the close vicinity/ area of Tosham from 16.01.2019 to 25.01.2019.	29-Oct-2018 10	5000
To celebrate NCC week in the college in the last week of Nov, 2018, holding of NSS Camp and Seven Days First Aid Training Camp in holidays from 28th December, 2018 to 03rd January, 2019.	29-Oct-2018 07	90
A proposal for Two-Days National Seminar submitted to DGHE	29-Oct-2018 05	11
The Month-wise Calendar for Educational/Cultural/ Co-Curricular Activities be implemented as published in the prospectus for the session 2018-19 for quality enhancement.	23-Jul-2018 01	11
The Orientation Programme for fresh students and preparation of subject wise Lesson Plan and teaching Plan for Odd Semesters UG/PG Courses in the beginning of the session were prepared and implemented.	25-Jul-2018 01	600
To start the College Newsletter.	23-Jul-2018 03	11
Organization of CBL University Youth Festival of Chaudhary Bansi Lal University, Bhiwani for the session 2018-19.	02-Nov-2018 03	1000
To prepare Proposal for starting of Four Year Integrated Teacher	23-Jul-2018 03	11

Training Programme (D.Ed.) .		
Encouraging teaching faculty for their participation in more research activities and career development programs Rs. One Lac seed money allocated for Research facility to Regular Teaching Staff and alsoRs. One Lac seed money for faculty under SFS	23-Jul-2018 01	11
<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
BLJS College, Tosham	PMS for SC students	DHE, Haryana	2018 365	57885
BLJS College, Tosham	Salary Grant from DHE	DHE, Haryana	2018 365	28600000
BLJS College, Tosham	Pension Grant from DHE	DHE, Haryana	2018 365	306710
BLJS College, Tosham	National Seminar Grant	DHE, Haryana	2018 02	100000
BLJS College, Tosham	NSS General Grant	DHE, Haryana	2018 365	21500
BLJS College, Tosham	NSS Camping Grant	DHE, Haryana	2018 07	67000
BLJS College, Tosham	Science Exhibition Grant	DHE, Haryana	2018 02	23000
BLJS College, Tosham	University Youth Festival Grant	CBLU, BHIWANI	2018 02	500000
BLJS College, Tosham	Freedom Fighter Scholarship	DHE, Haryana	2018 365	8000
Department of Psychology, BLJS College, Tosham	Minor Projects	UGC	2016 730	130000

[View File](#)

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

Yes

Upload latest notification of formation of IQAC	<a href="#">View File</a>
<b>10. Number of IQAC meetings held during the year :</b>	4
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	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No
<b>12. Significant contributions made by IQAC during the current year(maximum five bullets)</b>	
Applied for NOC in the Directorate of Higher Education, Panchkula, Haryana for starting Four year Teacher Training Integrated Programme (D.Ed.)	
For encouragement of research Rs. One Lac has been allocated as seed money for research facility to Regular Teaching Staff and Rs. One Lac for faculty under self Financing Scheme, by Management in the college.	
Organized a Career Guidance and Counseling Programme for the students of 14 schools in the close vicinity/area of Tosham from 16.01.2019 to 25.01.2019. Under this programme a team of college faculty visited senior Secondary schools and delivered talk on career counseling, Personality development and general etiquette and manners. More than Five Thousand students were benefited by aforesaid awakening Programme .	
Organization of College Level Science Exhibition on 05.02.2019 by Departments of Geography, Psychology, Computer Science, Physics and Chemistry. Organization of Election of Student's Counsel for the Posts of President, Vice President Secretary, Joint Secretary, Five Executive Members , Class Representatives on 17.10.2018. Organized Swachhta Bharat Internship Scheme from 24.05.2018 to 21.06.2018 under which stress given to (i) prohibition of the use of thermocol in daily life (ii) Road Safety Campaign (iii) Beti Bachao Beti Padhao campaign	
Publication of College Newsletter	
<a href="#">View File</a>	
<b>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</b>	
Plan of Action	Achivements/Outcomes
* Renovation of the college campus buildings and construction of Science	*College campus building is under process of renovation with construction

Staff Room & another Girls Common Room in New Science Block.	of separate PG Departments for M.Sc. (chemistry, Mathematics, and Physics). Conference Room, Science Staff Room & extension of Girls Common Room in New Science Block.
*Encouraging teaching faculty for their participation in more research activities and career development programs( Rs. One Lac seed money allocated for Research facility to faculty under Self Financing Scheme.	*Continuous motivation of members and students resulted in better participation in research activities such as participation and paper presentation in seminars/conferences and more publications in reputed journals. ( Rs. One Lac seed money allocated for Research facility to faculty under Self Financing Scheme by Management)
* Centralized Admission of all the three years UG classes semesters & two year classes semesters of Six PG courses through Directorate of Higher education Haryana	* Centralized Admission of all the three years UG class's semesters of UG & two year class's semesters of Six PG courses through Directorate of Higher education Haryana adopted for Quality and fair admission process.
*Starting of Four Year Integrated Teacher Training Programme in the college	*The Proposal has been submitted to Directorate General Higher Education, Haryana, Panchkula for NOC , for starting Four year Integrated Teacher Training Programme (D.Ed.)
* Organisation of University Youth Festival of CBL University Bhiwani in College for the session 2018-19	*The college organized the University Youth Festival of Ch. Bansi Lal University, Bhiwani from 02-04 Nov.2018.
*Timely updation of college website	*College website is being renewed and updated from time to time.
*Orientation Programme for new fresh students and preparation of subject wise Lesson Plan and teaching of departmental activity plan	*Orientation Progtamme for new fresh students was organized and subject wise Lesson Plans and teaching plans were prepared by all the teaching staff members in the beginning of the session and implemented and monitored throughout the year by Principal and higher authorithies.
*Preparation of Educational /Cultural/Co- Curricular activity calendar of the institution for quality enhancement for the session 2018-19	*Prepared Educational /cultural/co-curricular activity calendar and also published in prospectus of session 2018-19 to intimate the students and monitored progress as per schedule
<a href="#">View File</a>	

<b>14. Whether AQAR was placed before statutory body ?</b>	Yes
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Name of Statutory Body	Meeting Date
The Principal of the college approved the AQAR 2018-19 and recommended it for	31-Dec-2018

sending to the NAAC and Principal of the college resolved to execute all the plan of action proposed by the IQAC.

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

Yes

Date of Visit

15-Sep-2015

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2019

Date of Submission

16-Feb-2019

**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)

Management Information System has been adopted in the college through circulars, social media, electronic announcement system. Display of Notices, by holding staff/ Governing Body meeting, holding staff/ students/ parents/ alumni meeting. College Website, SMS service, use of whatsapp, Email to the students and staff are used as information system. MIS system has successfully designed and implemented to optimize distribution of services and resources to yield maximum benefits to students, teachers and management for admission, fee management, filling of Examination form, reappear exam forms, examination, courses, results, scholarships forms etc. It is centralized in college and is available at ease to everyone which help in fast decision making and execution. Various information is available over dashboard which helps various Departments to communicate in the college. Moreover via MIS system Accounts branch can prepare the summary fee course wise, class wise fees collected on daily, weekly or monthly basis, student wise fee and pending fees collection. The administration Branch on the other hand gets the status of current admission status for all classes, merit list, number of admission of students course wise,

subject wise, year wise, drop outs, vacant seats, student details and also the students marks details. The students can login into the system and access their profile to update it, see their payment history and can make fee payment also, view their documents and mark sheets and if there is any error/mistake found in students details, marks etc. on admission portal can also be updated. The students can also download the assignments and lesson plan which help them in planning their activities. The teachers can also get the details of activities and events organized at Dept. and college level. The teachers are able to communicate with each other and also with different departments with the email facility. The MIS reports give a clear picture to the management about the fees received, outstanding amount for every student and also the list of defaulters, absentee of students. These students can be intimated through emails or manually. In the nutshell the MIS has helped the college management immensely to utilize and track its resources in an efficient manner, as well as a facility for the stake holders. The MIS system is continuously monitored and improved as required from time to time. In order to enhance the research activities in the college research development fund has been constituted in order to support the research activity in initial state.

## 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 Curriculum and syllabus is Completely prepared & revised by the affiliating university Chaudhary Bansi Lal University, Bhiwani (Haryana) itself. Although there is Board of Studies Department wise in the affiliating University which invite teaching faculty from college for discussion and any suggestion for improvement in the syllabus. Various meetings are held regarding syllabus in the university and modifications are accordingly done from time to time as directed by the University departments as required. Some teachers of our college are in Syllabus Board of University who join such discussions and meetings. The university departments give their recommendations and accordingly changes are incorporated as required. Teachers make lesson plans from the syllabus and deliver lectures according to this plan and adhere to it properly. Lesson plans are prepared and submitted to the Principal. This process is



followed by all departments of the college for all the courses. Every teacher has to prepare and submit lesson plan to the Principal timely and strictly adhere to the plan.

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

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	02/07/2018	0	NA	NA

### 1.2 – Academic Flexibility

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

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Nil	02/07/2018
No file uploaded.		

#### 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	HISTORY	02/07/2018
MA	HINDI	02/07/2018
MCom	COMMERCE	02/07/2018
MSc	CHEMISTRY	02/07/2018
MSc	MATHEMATICS	02/07/2018
MSc	PHYSICS	02/07/2018

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

### 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
Communication Skills	02/08/2018	86
<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
MSc	Chemistry I & II Year	24
MSc	Mathematics I & II Year	12
MSc	Physics I & II Year	46
MA	Hindi I & II	42
MA	History I & II	25
MCom	Commerce I & II Year	24
<a href="#">View File</a>		

## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
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 feedback is an integral part of college teaching learning and other cocurricular- extra curricular activities. The feedback is obtained from students and other stakeholders such as teachers, alumni, college-management authorities and parents. The feedback received is tabulated and analysed by IQAC to find out the areas where course correction is needed. The feedback is obtained from students on a structured feedback performa consisting of different parameters relevant for the quality enhancement in college activities and functioning. The students are also encouraged to suggest positive changes in curriculum delivery, internal assessment process, evaluation system, and organization of co-curricular and extracurricular activities. The mentors are involved in the process of getting feedback and they are to get the feedback performa filled from their allotted students and also to collect feedback from parents. They also ask students of their grievances and complaints and try to raise them at relevant channels. The feedback so obtained is analyzed and then the key points of feedback are communicated to the IQAC so that the cell will provide its inputs. The IQAC draws its inference and takes it as an important element while suggesting improvements for quality enhancement. This year we used an offline Student Satisfaction Survey for collecting their feedback. The meetings with alumni and the regular visits of the executive members of Alumni Association provide key inputs on the feedback on college functioning and they are communicated to IQAC which not only raises the issues at relevant channel but also incorporate them in suggestions. Round the year, staff meetings are held for getting opinions of teachers for the improvement of college functioning. The higher authorities make periodical visits to the college and the inputs given by them are also incorporated in the IQAC suggestions for quality enhancement. A continuous and inclusive feedback mechanism involving different stakeholders and students is helpful to provide IQAC in giving important suggestions for setting new quality benchmarks and thereby to improve the college functioning in concurrence with present societal requirements.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	English, Hindi, Maths, Economics, History, Pol.Science, Ge ography, Psychol ogy, Phy.	460	1345	348

	Education, Sanskrit, Computer awereness Education, Environmental Studies			
BCom	Pass Course	60	120	12
BSc	NON- MEDICAL	160	100	16
MA	HINDI	60	86	21
MA	HISTORY	30	56	21
MCom	COMMERCE	30	62	12
MSc	CHEMISTRY	30	73	5
MSc	MATHEMATICSS	30	42	10
MSc	PHYSICS	30	61	11

[View File](#)

## 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
2018	880	139	23	6	10

## 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	Numberof smart classrooms	E-resources and techniques used
39	26	54	1	Null	2

[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)

Mentor is a wise and trusted counselor. And who could be a great Mentor than a Teacher. Our college believes that Teachers as Mentors play a role model in shaping the future of students. Within the college premises, we provide direct support to the students having senior faculty as a Mentor who care about them as a talented person, make them excited about learning and encourage them to pursue their dreams. The mentors keep first hand record of all the students attached to them and data like parent's contacts are also kept and regularly used for communication. We are (The Alma mater) developing a strong relationship in which more experienced faculties help to guide our students. Every Teacher of the college is mentor of 22 students . Every mentor have make a WhatsApp group of their mentee . The students are free to solve their problems related to study, family problem , social, or any kind of problem though their mentor in special period which is taken on every Saturday of a month . They can communicate with the mentor even after meeting their classes though SMS or Whats App group created by their mentor.

Number of students enrolled in the

Number of fulltime teachers

Mentor : Mentee Ratio

institution		
1019	39	1:26

## 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
18	17	1	Nil	10

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Sh. Shyam Vashishtha	Associate Professor	Shukl-Kavya Shamman-2018 by Akhil Bhartiya Sahitya Preshad
2018	Dr. R.K. Bhardwaj	Principal	Member Academic Council, CBLU, Bhiwani for Two years from 2018-2020
2019	Dr. R.K. Bhardwaj	Principal	Member, Inspection Committee constituted by Vice-chancellor, CBLU, Bhiwani on 12.07.2019 at SMRAJ College, Siwani
2018	Dr. R.K. Bhardwaj	Principal	Member , Youth Cultural welfare, CBLU, Bhiwani
2019	Dr. R.K. Bhardwaj	Principal	Sports, VC representative in Executive Council of Sports , CBLU, Bhiwani
2019	Dr. R.K. Bhardwaj	Principal	Member, Science Faculty, Board, CBLU Bhiwani
2019	Dr. R.K. Bhardwaj	Principal	Member, Examination Committee, CBLU, Bhiwani
2019	Sh. Shyam Vashishtha	Associate Professor	Invited for judgment in National (All India University youth Festival) Chandigarh

2019	Sh. Ashwani Kumar	Assistant Professor	Member, PG board of studies (History), CBLU
2019	Dr. Shailja Sharma	Assistant Professor	Member, UG board of studies (Psychology), CBLU
<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
MCom	NA	IV	30/04/2019	20/08/2019
MSc	Mathematics	IV	30/04/2019	19/07/2019
MA	Hindi	IV	30/04/2019	20/08/2019
BCom	NA	VI	30/04/2019	31/05/2019
BA	NA	VI	30/04/2019	04/06/2019
BSc	NA	VI	30/04/2019	04/06/2019
MA	History	IV	30/04/2019	20/08/2019
MSc	Chemistry	IV	30/04/2019	20/08/2019
MSc	Physics	IV	30/04/2019	20/08/2019
<a href="#">View File</a>				

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

- At the beginning of the academic year each teacher prepare subject-wise Lesson Plan and a teaching plan and display for student. Moreover a copy of that is also submitted to principal, thus the coverage of syllabus is periodically reviewed. - To monitor progress of syllabus regular monthly class tests are conducted and assignments are given to students. - Appraisal of staff by students at the end of the term for each subject is assessed in a consolidated format. - IQAC motivates different subject's societies to organise extension activities in their subjects - Faculty members are encouraged to adopt various innovative teaching methods such as PPT presentations, field tours, seminars etc.out of which 20 is given internally by every department for every subject. -The criteria of Internal Evaluation are usually 10 marks for Internal Test, 5 marks for Assignment Class Performance and 5 marks for Attendance. If any student is absent on the day of test, and then there is a provision for Retest also. The Internal Evaluation is prepared by the concerned subject teacher which is further submitted to the Head of Department. The Internal Evaluation process is done very carefully by the teachers and they are also (the Internal Marks) checked by Head of the Department. At last, the Internal Evaluation which is prepared by every department is sent to the Chaudhary Bansi Lal University, Bhiwani for compilation of final results.

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

The college decides the academic calendar at the beginning of each session in consonance with the affiliating university schedule and the norms of Higher

Education Department of Government of Haryana. The final semester exams are held in time. The odd semester examination begins in the 3rd or 4th week of November and continues till the end of December. The even semester exams are held in the month of May and June. The academic calendar adheres in the letter and spirit and it helps the students to know beforehand the schedule of their studies and examination. They can space their prescribed subject matter throughout the studies days and can appear for the examination with well-planned preparation.

## 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://www.bljcollege.com/#coursesoffered>

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
NA	MSc	PHYSICS	16	3	18.75
NA	MSc	MATHEMATICS	7	1	14.29
NA	MSc	CHEMISTRY	13	3	23.08
NA	MCom	COMMERCE	13	13	100.00
NA	MA	HISTORY	8	2	25.00
NA	MA	HINDI	2	Nil	0.00
NA	BSc	Non-Medical	16	8	50.00
NA	BCom	Pass Course	29	2	6.90
NA	BA	Hindi, English, History, Pol. Science, Geography, Psychology, Physical Education, Mathematics, Sanskrit, Economics, Environmental Sciences, Computer Awareness Education	169	43	25.44

[View File](#)

## 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)

### 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
Minor Projects	730	UGC	190000	0
<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
National Seminar on Impact of GST on Indian Economics sponsored by DGHE, Haryana	Commerce and Economics (joint)	26/02/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	02/07/2018	NA
<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
NIL	NIL	NIL	NIL	NIL	02/07/2018
<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
0	0	0

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

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

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	Chemistry	1	5.18
International	Mathematics	1	5.8
<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
Department of Chemistry	1
Department of Sanskrit	1
<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
NA	NA	NA	Nil	0	NA	Nil
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	2019	Nil	Nil	NIL
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	Nil	3	Nil
Presented papers	3	4	Nil	Nil
Resource persons	Nil	Nil	Nil	Nil
<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
Army day celebration camp in CBLU	YRC Unit	1	10
5 day District level YRC camp in Distt Bhiwani for various adventurous activities	YRC unit	1	5
Road Safety Rally	NCC and NSS units	2	96
Flag hosting and Cultural programs	NCC, NSS and YRC Units of the	1	150



(On 26th Jan.2019)	College		
Various community based activities organized in Seven Days NSS Camp from 28 Dec 2018 to 3 January 2019	NSS Unit of the College	1	50
Yoga Diwas Celebration in One Day NSS Camp	NSS Unit of the College	1	95
NCC week celebration in College Campus in the month of November, 2018. Slogan writing , Essay writing , Tree plantation, lectures on Global Warming, Environment pollution save energy by expert teachers delivered.	NCC Unit of the College	1	85
Plantation in and around college campus in One Day NSS Camp on 27 Sep 2018	NSS Unit of the College	1	93
Army attachment camp at Abhor Punjab from 15.10.2018 to 27.10.2018 NSS Camp	NCC Unit of the College	1	5
Cleanliness drive in one day NSS camp on 26 Oct 2018	NSS unit of the college	1	90
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Participation in Ceremonial Parade	First prize	SDM Tosham	80
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Gender Issues	Women cell	Womens Awareness Week	3	74

Health check up Camp and AIDS awareness program	Red Ribbon Club	Health check up Camp and AIDS awareness program	2	40
Swachhta Bharat Internship Scheme	NSS	(i) Prohibition of the use of Thermo Coal in daily life (ii) Road Safety Campaign (iii) Beti Bachao Beti Padhao	1	38
Swachh Bharat	NSS	One day NSS camp covering Celebration of Yoga day , Cleanliness and plantation	1	95
Gender Issues	Women Cell	Poster making and Slogan Writing on Women Empowerment	3	47
<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
NA	Nil	NA	0
No file uploaded.			

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
NIL	NIL	NIL	Nil	Nil	0
No file uploaded.					

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

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

### CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

#### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
9.7	9.63

##### 4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Seminar halls with ICT facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
Classrooms with LCD facilities	Existing
<a href="#">View File</a>	

#### 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
SOUL	Fully	2.0	2015

##### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	12437	1888252	175	51042	12612	1939294
Reference Books	6877	1341923	90	34027	6967	1375950
e-Books	93900	Nil	Nil	Nil	93900	Nil
Journals	56	Nil	Nil	Nil	56	Nil
e-Journals	6250	Nil	Nil	Nil	6250	Nil
Others( specify)	6	39039	Nil	39039	6	78078
Others( specify)	6	8715	Nil	8715	6	17430
Others( specify)	38	7422	Nil	7422	38	14844
Others( specify)	399	Nil	Nil	Nil	399	Nil
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##### 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional

(Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	02/07/2018
<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	73	4	15	1	0	5	2	100	0
Added	0	0	0	0	0	0	0	0	0
Total	73	4	15	1	0	5	2	100	0

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

100 MBPS/ GBPS
----------------

##### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	<a href="#">NIL</a>

#### 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
1.96	195289	1.98	197039

##### 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)

**Physical, Academic and Support facilities:** The physical facilities including laboratory, library, sports complex, computers, class rooms etc. **LABORATORIES and Computers:** The laboratories are maintained by Lab Attendants under the supervision of Head of Department. There are 05 laboratories and four Computer Labs with 57 computers in Lab equipped with latest windows and softwares used and required according to all UG and PG classes syllabus with latest Internet and Wi-Fi facilities. These labs are provided with advanced computers with licensed software packages. The computers has been supported by UPS system. **The Library:** The college has a very spacious library having very large number Text Books, Reference Books, Journals, Magazines, Periodicals etc. under various classifications. The library has a software SOUL on which the library operates. The library has LAN with the library software having N-LIST facility. The library is maintained by Library Attendants under the supervision of Librarian. The Library Attendant issue and return books on the counter, maintains the reading room for boys and girls with current News Papers, magazines and Periodicals. The staff members and students uses N-List Programmes facilities in library on internet for e-books, e-journals for academic and research purposes.

Librarian and Principal make policies for smooth running of library, purchasing of new books, Journals, periodicals, news papers with the help of Library Committee. In addition there are also mini book banks in different departments. Class Rooms :The college has 32 class rooms equipped with latest quality black boards and basic facilities like fans lighting and adequate space, they are provided with good condition and quality of furniture according to the rooms. The Seminar/ conference Room have all modern gadgets. The other facilities include separate Girls Common Room, medical First- Aid Rooms for boys and girls, canteen facilities with proper hygiene and nutritional food snacks are available. Sports Complex : The sports complex spread over three acres land is maintained time to time by our Physical Education Staff under the supervision of Principal and higher authorities. Annual Athletics Meet, various games and tournaments held in the sports complex time to time. The sports ground like 200 meters Track for athletics, Cricket, Volley- Ball, Hand Ball, Basket Ball ,Hockey, Kho-Kho , Badminton and Indoor Table- Tennis and latest Gym equipped with latest apparatus are available for students and staff. The college follow the University Sports calendar. Garden and Horticulture : the college is well maintained by the gardeners. The whole campus is full of lush Green lawns, trees , plants, flowers, herbal and medicinal plants in various types of flower pots on the ground and in corridors numbering in thousands. We have water harvesting system and fire hydrant system. We have planted 20 KW Solar Power Plant for clean energy power supply. The College has various Societies and cells in order to encourage its students to have three dimensional knowledge. Our students have brought laurel to this institute by winning medals in University examination as well as in extracurricular activities.

<https://www.bljcollege.com/facilities#>

## 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	Prizes and refreshment from College to students and fee concessions	450	25120
Financial Support from Other Sources			
a) National	PMSS(for Schdule Castes and OBC) Stipend from other external sources	190	1855495
b)International	0	Nill	0

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Language lab/Communication skill	22/07/2018	67	English Department
Mentoring	22/07/2018	1019	Whole teaching

			staff
Remedial coaching	23/03/2019	80	English and History Departments
Personal Counselling	16/07/2018	70	Women cell and Guidance Counselling Cell
Yoga	04/09/2018	50	PG Departments
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Free Coaching Guidance for competitive examination	80	215	3	2
No file uploaded.					

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
2	2	2

## 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
NA	Nil	Nil	TITS, Bhiwani	23	2
<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
2018	14	B.A., B.Sc., B.Com.	Hindi, History, Pol.Science, Geography, B.Sc., B.Com.	BLJS College, Tosham	M.A. (Hindi. History), M.Com., M.Sc. (Chemistry), M.Sc. (Maths), M.Sc. (Ph

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

Items	Number of students selected/ qualifying
NET	1
Any Other	14

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

Activity	Level	Number of Participants
Drama Workshop	College level	51
First Youth Festival of CBLU, Bhiwani	University level	1000
Annual athletic meet	College/ Institution level	82
Dance workshop	College level	24
Talent Search Competition	College level	64

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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Silver Medal, Second Position	National	1	Nil	1517910130	Pradeep

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

Student Union Election were held on 17.10.2018 for President, Vice-President, Secretary, Joint-Secretary, Five Executive Members. The student council elected helps in maintaining discipline in the college and helps to improve academic atmosphere of the college by motivating them to think positive and make the College campus clean from single use plastic and green by planting more trees inside and outside the college campus. It provides opportunities to students to experience leadership and encourages student, faculty and community relationships. The college always tries to include students in various academic and administrative activities of the college. Students are included in the IQAC committee also. In fact some of the activities have been handled by the students themselves. These activities are like: • Celebration of Swami Vivekananda Jayanti on 12/01/2019 • • Formal Oath ceremony about not to breach Rules and discipline of the college on 16/01/2019 • Celebration of Subhash Chandra Bose Jayanti on 23/01/2019 • Promotion of Voter awareness through Voters' Day on 25/01/2019 • Celebration of Republic Day on 26/01/2019 • Rally

on 16/02/2019 paying tribute to martyred soldires in Pulwama • Celebration of Holi Festival on 16/03/2019 • Organising Sahidi Divas on 23/03/2019 • With the unanimous decision of the student council the National Anthem is being played in the college in every function of the college• Some other important issues were also taken up by the student council like matter of eve teasing and hosting a separate Anti Harassment Body in the college etc. Students Participation in various bodies: 1- Women Cell students executive committee-21 girl students 2-College magazine Sumegha editorial board-2 students 3-IQAC member-1 student

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

25

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

We regularly organize Alumni meet at our college since 2003. We have well structured alumni association having office bearers elected annually by our old students themselves. our alumni take keen interest in the activities of the college and time to time they propose the further development plans too.

### 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)

The Two Teaching Staff and One - Non-Teaching Staff representatives are elected from Teaching and Non-Teaching Staff respectively and they participate in every meeting of management and decisions of the policy are taken by the management , Principal and all staff representatives. In the college there are different Cells and Committees viz. Grievance Redressal Cell, Library Committee, Sports Board , Protectoral Discipline and Anti Ragging Committee, Sexual Harassment Cell, Placement cell, Student welfare and Staff Advisory Committee , Youth welfare committee through which all the administrative and policy regarding students and college are taken. Decentralisation is the philosophy of the management of the college. The management and the Principal always encourage the practice of decentralization in most of the activities of the college. To name the two for example are: 1.Decentralization in Teaching Process:This is one main area where decentralization has been observed. There are a number of departments teaching various types of courses. Each department has been given an internally designated Head of Deptt, who looks after the affairs of the department. Each department holds separate meetings and decides about their needs, plans and required resources, including teaching and non-teaching staff, infrastructure, funds etc. There are separate committees at departmental level which take care of the respective functions like Discipline Committee, Maintenance Committee, and Time Table Committee etc. The lesson Plans, Time Table timings, allotment of teachers with different subjects and classes/sections, lab periods etc., conducting the class tests, student communication, organising extra classes 2.Decentralization in Activities and Student Support The other activities of the college apart from the teaching



process also witness quite decentralization. There are a large number of committees at college level to look after various activities like Women Cell, Anti Ragging, Discipline, Cultural, Admission, Grievance Redressal, Placement Cell, Library Advisory Committee, Anti Sexual Harassment Committee and many more. These committees take care of their respective areas. Many a decision related to these activities are jointly taken by such committees.

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

Partial

## 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	Curriculum is developed by the affiliating University. The members of Staff on various boards send suggestions for improvement.
Teaching and Learning	Apart from class room lecture method Group discussions, field studies, seminars are used for teaching. Peer learning is promoted in and outside the class. Study tours are organized for making learning more effective as per requirement.
Examination and Evaluation	- 20 of the marks are evaluated by the college as Internal assessment based on attendance, monthly test and assignment rest 80 is evaluated by the university though theory examination and Practical's. - Class assessment tests are conducted on frequent intervals and the teachers make an analysis of the performance of students after every internal test. - Assignment are given for evaluation of the students - Seminar are held in PG Courses (included in their syllabus ) for their evaluation - Self study Paper is included in PG Courses and evaluated through Practicals. - Communication Skills (Theory Paper included in PG Syllabus) is developed evaluated through examination and regular practice. - Choice Based Credit System (CBCS) is adopted in PG courses and to enriched the other subject knowledge open elective and Fundamental courses syllabus Paper is included in PG Classes and their examination held and evaluated by the University.
Research and Development	Although we dont have M.Phil and Ph. D. programmes at our college, still the college management is generous enough to provide an amount of Rs one lakh as seed money for the development of

	<p>research work for the faculty members. The college always promotes its faculty members to take part in various seminars/conferences/workshops of National and International repute and present their research papers. We have a Centre for Innovation, research and Development (CIRD) for the promotion of research and innovative practices. The CIRD often organizes such academic discourses like National Seminars/Conferences.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>Library is regularly updated and upgraded by adding new Text books, reference books , Research journals, magazines, news papers, e-Journals E-books.. - It is continued linked with INFLIBNET and an user can access several E-books and E journals with this facility.</p>
Human Resource Management	<p>The college has well designed system of human resource management. By adopting the principles of MBO and MBE we work as a team to achieve the ultimate goal of making our institution as an excellent center for higher learning and teaching center. Besides having permanent faculty members and regular non teaching staff the college has also recruited Six faculty members for various PG programs and non teaching staff also under SFS scheme as Govt of Haryana is not sanctioning new posts for the same. Member of Faculty gets all service benefits, different allowances, pension etc. The governing body also takes care of its employee. Shortage in manpower is regularly intimated to the Governing body for necessary action.</p>
Industry Interaction / Collaboration	<p>Though there is no collaboration with any industry presently, college allows its faculty members students to interact with them through extension lectures of the executives experts from different areas.</p>

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

E-governance area	Details
Planning and Development	<p>Many of the developmental activities are planned and mooted by the college IQAC.The various functional departments. (like teaching, library, accounts, building, other infrastructure etc. of the college prepare their semester wise and annual</p>

plans of activities and keep the IT cell and the administration apprised of the plans. The departments take approval of the respective committees and the Principal for their planned activities.

Administration

Administration A number of activities have been brought under the surveillance scope of e governance and the process is still continued. The recruitment applications of the teaching and non-teaching staff are covered under the system. Complete student records are electronically stored and retrieved. University communication and various functions like e mail, using university portals for information and data exchange has been adapted already with continuous improvements every year. The marking and record keeping of attendance of the staff is also digital and is processed electronically. Most of the data regarding Accounts and Administration work is stored and retrieved electronically. Urgent messages are flashed through bulk SMS etc.

Finance and Accounts

The Finance and Accounts department keeps its records in the electronic form in the computers. All the payments and receipts, salary processing etc. are processed and recorded in the computer software. The college portal has the facility to receive students fee directly online. All such details and reports can be accessed by the authority at the touch of button.

Student Admission and Support

The student admission system for the last few years has been computerized fully. It has become a total paper less function. Students can view the prospectus, apply for admission, check their merit status and admission status online, pay their fee online and get admission. There is a system of sending mass messages through SMS to students for information notices. The library operation is computerized. A number of information regarding students and their concerns is made available on the college website. Students can also make use of college e mail for communication.

Examination

The university (CBL University, Bhiwani) conducts the semester end examinations. The details of the

students are sent to the university online. The university issues the admit cards, date sheets, exam notices, exam results all online. Apart from this, the lists of students, examination plans date wise are sent to the college by the university on line. The processing of the remuneration of the examination officers on duty are also processed online. The internal evaluation marks and practical examination marks awards are uploaded to the university portal directly by the college. The result and marks sheets etc. are also available to students on line.

### 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
2019	NIL	NIL	NIL	Nil
2018	NIL	NIL	NIL	Nil

[View File](#)

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Two-Days National Seminar on Impact of GST on Indian Economy: Short Term Long Term prospectiv es ' sponsored by DGHE, Haryana	Nil	26/02/2019	27/02/2019	60	Nil

[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
MOOCs Econtent Development and Open Educational Resources	1	04/02/2019	09/02/2019	6
<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
18	21	10	5

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Leaves, pension gratuity, loan etc as per Govt. Rules, opportunities for career development	Leaves, pension, gratuity, loan etc as per Govt. Rule, opportunities for career development	Scholarships, Remedial classes, Fee Concession and Freeship to needy and meritorious students, Issuance of extra books to meritorious and needy students from the college Library, College Medical Centre facility. Cash Prize for outstanding achievements in academics and other fields., Coaching for competitive exams , Excursion and Outdoor Trips, Support for Bus/Train Passes on concessional basis. Welfare schemes implemented by govt and university, free counseling and internet facility, study tours, sport and gym facilities, subject societies , concessional bus passes, Trust and college cash awards.

**6.4 – Financial Management and Resource Mobilization**

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

In our college, both internal and external Financial Audit are done to ascertain the accuracy of financial statements provided by the organization. Internal financial audit is done by the Management of the college on regular monthly basis. The audits of the Income Expenditure of the institution, College

Budget, Balance Sheet and other items related to finance of the institution. External financial audit is also done by the Chartered Accountant (Auditor) appointed by the management at the end of June of every year to ensure that all books of accounts are done in a fair manner and there is no misrepresentation or fraud in the books of accounts. Auditor examines the Balance Sheet, Income Expenditure and Receipts Payment A/c and certifies that all the information provided by the college gives a true and fair view. External audit from Directorate of Higher Education, Haryana of teaching and non-teaching staff salary, scholarship of SC BC students and audits from CAG team were done in the session 2018-19.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NA
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

1235000.00
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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	University	Yes	Management
Administrative	Yes	Govt./University	Yes	Management

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

We do not have Parent-Teacher Association as such but Parents are encouraged for decision making and giving advice and suggestions for college betterment.
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6.5.3 – Development programmes for support staff (at least three)

The members of support staff are encouraged to make use of the avenues welfare schemes of govt. and college management for their welfare. They are also provided assistance for economic facilities such as pension schemes/loans, different leaves like earned leaves/extra ordinary leaves in accordance with govt/university norms.
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

New PG Sciences courses M.Sc.(Chemistry, Mathematics, Physics) started in the college. Appointed regular faculty under self financing scheme in PG classes of M.Com. and M.A.(Hindi). communication skills paper is included in PG classes as part of syllabus to improve the communication skills of students up to the marks.
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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	No

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

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Month-wise Calendar for Educational/Cultural/Co-Curricular Activities be implemented as published in the prospectus for the session 2018-19 for quality enhancement.	23/07/2018	23/07/2018	23/07/2018	11
2018	The Orientation Programme for fresh students and preparation of subject wise Lesson Plan and teaching Plan for Odd Semesters UG/PG Courses in the beginning of the session were prepared and implemented.	23/07/2018	25/07/2018	25/07/2018	600
2018	To start the College Newsletter.	23/07/2018	19/01/2019	19/01/2019	10
2018	Organization of CBL University Youth Festival of Chaudhary Bansi Lal University, Bhiwani for the session 2018-19.	23/07/2018	02/11/2018	04/11/2018	1000
2018	To prepare	23/07/2018	16/08/2018	19/08/2019	10

	Proposal for starting of Four Year Integrated Teacher Training Programme (D.Ed.) .				
2018	Encouraging teaching faculty for their participation in more research activities and career development programs Rs. One Lac seed money allocated for Research facility to Regular Teaching Staff and alsoRs. One Lac seed money for faculty under Self Fi	23/07/2018	14/06/2018	14/06/2018	10
2018	The proposal for National seminar in the subject of Commerce and Economics	29/10/2018	25/10/2019	29/10/2019	10
2019	To celebrate NCC week in the college in the last week of Nov, 2018, holding of NSS Camp and Seven Days First Aid Training Camp in holidays from 28th	29/10/2018	28/12/2018	03/01/2019	90



	December, 2018 to 03rd January, 2019.				
2019	Organization of a Career Guidance and Counseling Programme for the students of 14 schools in the close vicinity/ area of Tosham from 16.01.2019 to 25.01.2019.	29/10/2018	16/01/2019	25/01/2019	5000
2019	The subject wise Lesson Plan and teaching Plan for Even Semesters of UG/PG Courses were prepared and implemented.	19/01/2019	25/01/2019	10/02/2019	22
<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
Organisation of Women awareness week	21/01/2019	26/01/2019	70	25
Raksha Bandhan- An Occasion to celebrate Womanhood	23/08/2018	25/08/2018	35	40

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

Percentage of power requirement of the University met by the renewable energy sources

The College has its own Solar Plant with 20 KW capacity. • Solar Light for Parking Area • the total load is supported by the Solar Plant • More Tube lights have been converted into LED lights • More Herbal Medicinal have been

added • Environmental Consciousness about energy saving, reducing plastic usage, planting more trees, saving water resources have been promoted in the College.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Rest Rooms	Yes	Nil
Provision for lift	No	Nil
Ramp/Rails	No	Nil
Scribes for examination	Yes	Nil

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
2019	1	1	11/05/2019	2	Lokshabha and Parliamentary Election Duty	Managing booths and Vote Counting	16
2018	1	1	24/06/2019	30	Swachhta Bharat Internship Scheme from 24.05.2018 to 21.06.2018 under which stress given to (i) prohibition of the use of Thermo Coal in daily life (ii) Road Safety Campaign (iii) Beti Bachao Beti Padhao	Social welfare	38

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

Title	Date of publication	Follow up(max 100 words)
Code of Conduct for Students	25/06/2018	<p>The college not only created the duties for the students but also specified some common rights for them. This code of conduct is conveyed to the students by their class teachers/mentors and displayed on the notice boards. The college provides them rights to be used for their positive development and necessary freedom on the premises at the same time they are prevented from indulging in negative, destructive or dysfunctional activities. There are committees for regulation and control mechanisms for helping the students in distress as well as checking the actions and behavior of any misconduct according to the code of conduct.</p>
Code of Conduct for Teachers	25/06/2018	<p>Besides DGHE norms and regulations for the faculty, the college also has its code of conduct for the staff of the institution which is supposed to be followed to maintain dignity of profession and facilitate continuous professional growth. The college administration assumes that teachers will follow the code of conduct for the positive development and necessary freedom of the students, the institution and for themselves. Failure to conform with the mentioned norms shall be constructed as misconduct and can be treated as per the Institution or DGHE, Haryana norms.</p>

## 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Teacher's Day was celebrated on the Topic 'Teacher and 'Importance of Daughter'	05/09/2018	05/09/2019	45
Celebration of Bhagat Singh Birth Day	28/09/2018	28/09/2018	45
Matdaata Rally	16/02/2019	16/02/2019	80
International Yoga Day on 21.06.2019 held at BLJS College, Tosham.	21/06/2019	21/06/2019	120
Celebration of Hindi Diwas 14.09.2018 by Dr. Mahender Singh and all B.A/B.Sc./B.Com.. I, II, III M.A.(Hindi, History), M.Com., M.Sc. (Maths, chemistry, Physics) students.	14/09/2018	14/09/2019	75
Playing National Anthem after every function of the college for example Independence Day, Republic Day, Annual Athletics meet, National Seminar First CBL University Youth Festival etc..	15/08/2018	26/01/2019	120
Debate on Importance of Jain Dharam and Bodh Dharam in context of present day	29/08/2018	29/08/2019	45
<a href="#">View File</a>			

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

Water harvesting unit waste management
Tree plantation inside around the campus and regular maintenance of beautiful landscape.
Tobacco and smoke free zone.
Best efforts are made to keep the campus plastic, Thermo Col Polythene free.
Initiatives like lectures and rallies for environment awareness.

Using 20 KW solar Power Plant and Solar lights.

Switching to LED lights.

## 7.2 – Best Practices

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

Best Practice - 1 1. Title : Personality Development Workshops 2. Goal The goal of these workshops conducted immediately after the commencement of the academic session is to train the students in the sense of dress and address and to infuse in them a feeling of confidence. Since most of the students hail from the highly backward areas which are patently rural in nature, they need lessons in refinement and confidence. The purpose of these workshops is to bring out the potentials in them so that they may conduct themselves confidently not only in matters of academics but in co-curricular activities also. These workshops include lessons in Theatre Arts, Dance, Music and Literary activities and create among the students a culture of working together as a team member. 3.

The Context These workshops are conducted in the context of the rural background of our students. Most of these students speak vernacular and cannot speak even Hindi properly . They are to be trained in the art of communication without which they cannot even dream of competing with the students from the urban background. These workshops train and groom them in both these areas so that sense of confidence and effective communication is generated into them and

they become properly equipped to compete with their urban peers in a level field of global competition and modernization. 4. The Practice These workshops have been regularly conducted since 1998 in the months of August and September annually. Every student of the college is eligible for participation in these workshops as per his/her inclination and choice. "Asmita", the Cultural Cell of

the college is responsible for the conducting of these workshops under the guidance of Sh. Shyam Vashishtha, Assoc. Prof. of Commerce and In-Charge of the Cultural Cell. On the basis of Trials held about a hundred students are selected and are given training in speech culture, body language, mask making, back stage preparations, fine arts, dance, singing and other technical aspects

of theatre and cultural/literary activities such as stage craft, light designing, set designing, costume designing, use of colors in theatre, pantomime, mimicry etc. They are delivered lectures on personality development, confidence building, communication skills, health and hygiene. They are also taught stress busting techniques. This practice is unique in the Indian higher

education system. in the sense that our students under going tremendous positive change in their lives which in turn gave them a high level of confidence, inter personal skills positive attitude to compete and achieve higher goals in life. 5. Evidence of Success Besides the positive changes in the personality and ethical values of the participants the success of these camps is loudly reflected in the performance shown by them in the cultural

events like the Zonal, Inter- Zonal Youth Festivals organized by the affiliating university and Inter- University and National Youth Festivals In spite of being a rural college, our students have posed stiff competition to their urban counter parts and have won trophies repeatedly. The college has won the overall trophy of Bhiwani Zone Twice. Our achievements are not restricted

merely to the university or state level our students have represented the University in the Inter-University North Zone Youth Festivals and All India National Youth Festivals Going beyond the achievements in the cultural fields the confidence building measures in these workshops have resulted in our

students gracing high positions won in the various competitive exams to prove themselves as leaders in their respective fields and have acted as icons for newcomers to the college. 6. Problems Encountered and Resources Required The organization of these workshops usually encountered the mental blockage of the parents and sometimes the students also. However with the full support with the College Governing Body and the College Administration all such problems were

overcome. The financial and infrastructural resources were liberally provided for by the College Management. On an average an amount between 2 to 3 lac rupees are spent on these workshops every year but the returns are always higher in terms of results. We have enough infrastructures to conduct these workshops. and the properties required for the same. 7. Contact Details : Already given in Part A Best Practice - 2

1. Title: Unique Book-Keeping system with monthly internal audit. 2. Goal The general health of any institution or organization depends upon its financial health which in turn depends upon how the financial resources available are recorded, managed and utilized. BLJS College is a privately managed but government aided institution and fund inflow is from various sources e.g. Government, UGC, College Resources and The College Management. However the funds out-flow involves many expenditures heads like Main Fund/Management Fund, Amalgamated Fund, Student Fund, Development Fund, Self Financing Fund, R.K. Fund, UGC Fund etc. In order to keep a proper check on the income and the expenditure the college has devised a unique internal audit system so that a proper record with transparency of accounts can be maintained resulting in a sound financial discipline. 3. The Context In matters of finance the possibility of human error as also mischief is always distinct. And wherever there is a possibility of dishonesty and fraud, the victim is always the institution. here in this case the College Management, the Government of Haryana and the UGC. The expenditures are also multi directional in the sense that some parts of the fund are diverted to the university, some to the student welfare activities, another part goes to salary and pension heads. A large chunk of funds is spent on infrastructural such other requirements. In this complex and multilayered context it is important that a transparent system is evolved and for this college has devised a unique multi step internal audit system with the help of which all transactions can be monitored and scanned in an effective manner. 4. The Practice The practice devised and evolved by the college is unique. All the bills submitted along with the wares purchased are entered in the central stock register. Each concerned department also maintains its own stock register which is verified at the end of each academic session. For a purchase of more than 500/- rupees a committee is constituted and quotations invited. The firm quoting lowest rates for any job or purchase is given an order for the same. The concerned committee makes a formal check about the work done or items purchased before final entry is made in the stock registers. The bills then are sent to the accounts clerk who after scrutiny records these bills in various cash books, journals and ledgers. There after he presents the vouchers to the college bursar who also makes a thorough scrutiny before he recommends the bills for final payments. It may also be mentioned here that all the recurring and capital expenditures are recorded regularly in the books of accounts like trial balance, cash books, journals and ledgers, receipt and payments accounts, income and expenditure accounts and finally in the balance sheet for each and every head of accounts for various funds effectively managed and recorded in the books manually these accounts are also maintained through computer. All these account details are compiled on a monthly basis and then sent to the head quarters of the College Managing Body at Delhi and are scrutinized by internal auditors appointed specifically for the same purpose and discrepancies if any are pointed out and rectified at the college level to make the practice unique in itself. This unique internal system imposes a self discipline which checks carelessness, dishonesty and extravagance allowing the college a leverage to utilize and mobilize its funds in a careful and balanced manner. In addition to the internal monthly audit there are regular government and university audits thus a three tier audit system becomes an effective tool for a sound financial management mechanism. It is pertinent to suggest that the all financial accounts of the college are put under a scanner by a qualified and competent C.A. annually also. 5. Evidence of Success All the financial records are maintained both manually and in computerized form. The college is able to plan

ahead for its activities and development without getting bogged down by unclear financial situations. In fact the college always has a blue print of its infrastructural plans and clear cut financial picture as to from where the funds would be available for the execution of these plans. As a result the College Management and Administration is able provide adequate funds for the appointment of teaching and non-teaching staff other than the sanctioned and regular posts. The result of the practice indicates that proper financial management with the internal audit system on a monthly basis can lead to a healthy academic environment in any institution of higher learning and can act as a safeguard against so many mal-practices. 6. Problems Encountered and Resources Required The only constraint that the college faces is that sometimes things and projects get delayed due to monthly internal audit and the queries raised by the head office.

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

<https://www.bljcollege.com/best-practice-1/#>

### 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

BLJS College Tosham is one of the premier colleges of the state of Haryana. The college was established by The BLJS Educational Trust in 1995 with the vision to impart Quality Higher Education to the students especially girls of this rural backward area. The main objective of the college is to contribute to the transformation of prevailing social and economic conditions so that values enshrined in the constitution of India: social justice, equality of opportunity, democratic freedom to all, tolerance and respect to all religions etc. may be brought closer to realization, with special emphasis on Haryana. The institution is aware that the dimensions and quality of education keeps on changing with time and quality cannot be assessed by a single yard stick and perhaps it can be monitored through the change in National and Global trends Teaching, Learning, Research and Educational Innovations. It is important for any centre of Higher Education to know that the true service lies in imparting quality education, inculcating moral values and motivating young minds towards education, research and other academic activities for the future of the region, country and the entire world. Located in an arid region B L J S justifies its tagline Oasis in Desert. From the time of its establishment the college has fought a long and arduous battle against Nature and great scarcity of water resources to bloom into an Oasis where lush green lawns adorn it and more than 2000 trees swing and sway to crown its beauty. Apart from the routine teaching and learning processes the college is a hub of a large number of student-centric activities opening a large vista of opportunities to widen their mental, social and imaginative as well as ethical potentials. OUR VISION To provide Quality Higher Education to the young boys girls of this highly backward rural region to meet the demands of industry, state society through excellence in arts, commerce, science, computers vocational education to remain as a source of pride and inspiration to Haryana and the Country. OUR MISSION Apart from imparting higher educational qualifications, we take it as our mission to enrich our youth with knowledge and skills in a discipline of their choice. For us teaching is greatly concerned with building a positive attitude, preparing young generation for the challenges of life and work, realizing their intellectual and personal potential in a way that it significantly contributes to each and every role that they play in the society, and equipping young boys and girls with a set of values that they as individuals and professionals will need throughout their life. We seek to develop in each member of BLJS college family the ability and passion to work wisely, creatively and effectively for

the betterment of mankind. Above all, we are also fired with a zeal to create Leaders who inspire Winners-who set positive paradigms of actions and Achievers-who have the will and the strength to make a difference-even if small-to the larger cause of humanity.

Provide the weblink of the institution

<https://www.bljcollege.com/>

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

1. Construction of Mini Seminar Hall
- 2.Construction of Class-IV Staff Quarters.
- 3.To start Four Year Integrated Teacher Training Programme.