

BANWARI LAL JINDAL SUIWALA COLLEGE, TOSHAM  
**(DISTRICT BHIWANI) HARYANA**  
**The Annual Quality Assurance Report (AQAR) of the IQAC**  
**SESSION – 2016-17**

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

**Part – A**

**I. Details of the Institution**

1.1 Name of the Institution	BANWARI LAL JINDAL SUIWALA COLLEGE, TOSHAM
1.2 Address Line 1	Sagwan Road, Tosham
Address Line 2	Bhiwani, Haryana
City/Town	Tosham
State	Haryana
Pin Code	127040
Institution e-mail address	bljsgcollege@gmail.com
Contact Nos.	01253-258101, 01253-259122
Name of the Head of the Institution:	Dr. Rakesh Kumar Bhardwaj
Tel. No. with STD Code:	01253-258101

Mobile:

9416221193

Name of the IQAC Co-ordinator:

Dr. Ashok Kumar Saini

Mobile:

09896699705

IQAC e-mail address:

bljsgcollege@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

HRC0GN10268

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

EC(SC)/10/A&A/20.2

DATE: 15.11.2015

1.5 Website address:

www.bljsgcollege.org

Web-link of the AQAR:

<http://www.bljsgcollege.org/Files/AQAR-2016-17.pdf>

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	72%	2003	5
2	2 <sup>nd</sup> Cycle	B	2.42	2015	5
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

01/07/2011

**1.8 AQAR for the year (for example 2010-11)**

2016-17

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 2015-16 28/09/2016 (DD/MM/YYYY)  
ii. AQAR 2016-17 29/09/2017 (DD/MM/YYYY)  
iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)  
iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

**1.10 Institutional Status**

University State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☐ No ☒

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☐ Rural ☒ Tribal ☐

Financial Status Grant-in-aid ☐ UGC 2(f) ☒ UGC 12B ☒

Grant-in-aid + Self Financing ☒ Totally Self-financing ☐

**1.11 Type of Faculty/Programme**

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

1. Certificate Diploma in Web designing and office Automation  
2. B.C.A

1.12 Name of the Affiliating University (*for the Colleges*)

Maharshi Dayanand University,  
Rohtak (Haryana)

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

No

University with Potential for Excellence

No

UGC-CPE

No

DST Star Scheme

No

UGC-CE

No

UGC-Special Assistance Programme



DST-FIST

No

UGC-Innovative PG programmes

No

Any other (*Specify*)

No

UGC-COP Programmes

No

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

07

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

02

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2. 6 No. of any other stakeholder and  
community representatives

01

2.7 No. of Employers/ Industrialists

0

2.8 No. of other External Experts

01

2.9 Total No. of members

15

2.10 No. of IQAC meetings held 02

2.11 No. of meetings with various stakeholders: No.  Faculty   
Non-Teaching Staff  Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☒

If yes, mention the amount

-

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC ✓

Total Nos.  International  National  State  Institution Level

(ii) Themes

Themes of Workshop

1. Fine Arts workshop in September, 2016 – To increase the ability of creativity among students
2. Theatre and Dance workshop in October, 2016 for soft skill & social skills development
3. Personality development workshop in January, 2017

2.14 Significant Activities and contributions made by IQAC

1. Completed Assessment and Accreditation by NAAC for Cycle 2 process successfully.
2. Organised various co curricular and social activities.
3. Monitoring and regular follow up of implementation of academic calendar and teaching plan.
4. Reviewing and follow up of the detailed action plans for the institution.
5. Timely updation of college website.
6. Encouragement to the faculty members for various research activities as well as participation in career development programmes.
7. Draw attention to the areas where there is scope for quality improvement especially environment protection, cleanliness, security and networking.

## 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year .

Plan of Action	Achievements
<ul style="list-style-type: none"> <li>*College assessment and accreditation by NAAC for Cycle 2.</li> <li>*Preparation of Educational /Cultural/Co-Curricular activity calendar of the institution for quality enhancement</li> <li>*Preparation of subject wise teaching and departmental activity plan</li> <li>*Timely updation of college website</li> <li>* Establishment of E-learning centre in the college library.</li> <li>* Creation of New Science Block with Six Science Labs &amp; Twelve Class Rooms</li> <li>*Extension of College Library (almost Double in size).</li> <li>*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 SFC)</li> <li>* Renovation of the college campus buildings and construction of Science Staff Room &amp; another Girls Common Room in New Science Block.</li> <li>* Starting of Three Post-Graduate Courses- M.Sc.(Mathematics), M.Sc.(chemistry) and M.Sc.(Physics)</li> <li>* To make campus fully Wi-Fi enabled.</li> <li>*Installation of the Water Cooler of 5000 litres with RO for students of the college.</li> <li>*Copy free Semester Examination of UG &amp; PG Classes (Regular &amp; Reappear).</li> <li>* Bio metric attendance of Teaching &amp; Non-Teaching Staff.</li> </ul>	<ul style="list-style-type: none"> <li>* Completed Assessment and Accreditation by NAAC for Cycle 2 successfully.</li> <li>*Prepared Educational /cultural/co-curricular activity calendar and also published in prospectus to intimate the students and monitored progress as per schedule</li> <li>*Monitoring actual implementation through progress reports from departments</li> <li>*College website is being updated time by time.</li> <li>*College library is now linked with INFLIBNET to avail facility of N-LIST programme.</li> <li>*New Science Block is under construction and in short time will be completed and made functional for use.</li> <li>* Extension work of College Library (Double in size ) is almost completed .</li> <li>*Continuous motivation 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 SFC by Management)</li> <li>*College campus building is under process of renovation with construction of Science Staff Room &amp; another Girls Common Room in New Science Block.</li> <li>* Three Post-Graduate Courses of M.Sc. (Mathematics), M.Sc.(chemistry) and M.Sc.(Physics) each of 30 seats has been started from this session onwards.</li> <li>*Most of the campus premises has been made Wi-Fi enabled.</li> <li>* Installed the Water Cooler of 5000 litres with RO for students of the college.</li> <li>*Totally Copy free Semester Examination of UG &amp; PG Classes (Regular &amp; Reappear) conducted.</li> <li>*Bio metric attendance of Teaching &amp; Non-Teaching Staff implemented.</li> </ul>

*Installation of 16 CCTV Cameras	*College Campus is completely under 16 CCTV Camera surveillance
*Bio-metric attendance of SC, BC students	*Bio-metric attendance of SC, BC students of each class implemented.

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

The governing body of the college approved the AQAR 2016-17 and recommended it for sending to the NAAC. The governing body further directed the Principal to execute all the plan of action proposed by the IQAC.

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	06	03	03	-
UG	06	-	04	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	01	-	-	01
Others	-	-	-	-
<b>Total</b>	13	03	07	01
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	12
Trimester	-
Annual	01

1.3 Feedback from stakeholders\* (On all aspects) Alumni ☒ Parents ☒ Employers ☒ Students ☒

Mode of feedback : Online ☒ Manual ☒ Co-operating schools (for PEI) ☐

*\*Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

No. as the syllabus is prepared & revised by the affiliating university itself.

1.5 Any new Department/Centre introduced during the year. If yes, give details. **Yes**

1. M.Sc. (Mathematics)
- 2.M.Sc. (Chemistry)
- 3.M.Sc.(Physics)

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
19	10	08	-	01

2.2 No. of permanent faculty with Ph.D.

10

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
06	01	-	-	-	-	-	-	06	01

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

-

26



2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended			
Presented papers	01	20	
Resource Persons		01	02

2.6 Innovative processes adopted by the institution in Teaching and Learning:

1. Preparation of teaching plan for each subject and regular assessment of this done by all the teaching staff.
2. Regular analysis of student's performance through Assignments, Unit Test, Monthly Test, seminar, presentations by Power Point with the help of ICT, attendance in class, library issue/attendance register.
3. Extension Lectures of experts and renowned Professors & scholars are delivered time to time to the students and teaching staff to enrich and enhance the teaching and learning process.
4. IQAC in coordination with other cells interact with the industry professionals, peer teachers and renowned personalities from society regarding latest trends.

2.7 Total No. of actual teaching days during this academic year

158

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

None

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

-

-

-

2.10 Average percentage of attendance of students

70%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III%	Pass %
B.A.	778	2.06%	6.55%	0.014%	-	77%
B.Sc.	280	3.93%	10%	1.785%	-	72%
B.Com.	132	0.76%	7.58%	3.06%	-	68%
B.C.A.	0	-	-	-	-	-
M.A.(Hindi)	17	29.41%	92.31%	7.69%	-	76%
M.Com	48	22.22%	29.17%	6.25%	-	73%
M.A.(History)	31	12.5%	16.12%	32.26%	-	60%
M.Sc.(Maths)	11	9.09%	18.18%	-	-	80%
M.Sc.(Chemistry)	19	-	21.05%	-	-	70%
M.Sc.(Physics)	12	-	8.33%	-	-	65%

## 2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

- At the beginning of the academic year each teacher prepare a teaching plan and display for student. Moreover acopy of that is also submitted to principal, thus the coverage of syllabus is periodically reviewed.
- To monitor progress of syllabus regular class tests are conducted.
- 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.

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	01
Others	02

## 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	12	02	-	02
Technical Staff	-	-	-	-

## Criterion – III

### 3. Research, Consultancy and Extension

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

1. Provides information to the faculty members regarding the upcoming seminar, workshops and conference etc.
2. Regularly assist the faculty members by passing information about funding agencies like UGC, ICHR, CSIR etc. that invite proposals for research funding.

#### 3.2 Details regarding major projects - Nil

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

#### 3.3 Details regarding minor projects - 01

	Completed	Ongoing	Sanctioned	Submitted
Number	-	01	-	-
Outlay in Rs. Lakhs	-	1,90,000	-	-

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	06	-	-
Non-Peer Review Journals	-	01	-
e-Journals	04	-	-
Conference proceedings	01	19	-

#### 3.5 Details on Impact factor of publications:

Range 1.16- 5.99 Average 3.37 h-index - Nos. in SCOPUS -

### 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	2	UGC	1,90,000	1,30,000
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	01		1,90,000	1,30,000

1,30,000

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs : One Lakh

From Funding agency  From Management of University/College   
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows  
 Of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution  
 who are Ph. D. Guides  
 and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
 National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
 National level  International level

3.23 No. of Awards won in NSS:

University level	<input type="text" value="50"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="11"/>	International level	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="20"/>	
NCC	<input type="text" value="10"/>	NSS	<input type="text" value="10"/>	Any other <input type="text" value="-"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Jan Chetna rallies by NCC, NSS and Youth red cross units to make the society aware about social issues like- Women Education, Female Foeticide, Right to Vote, Waste Management, Road Safety and Save Water , Cleanliness Campaign & ODF derive in the whole Tosham villeg as allotted by higher authorities S.D.M. of Tosham done by staff and students of the college etc.
  - Health check up and AIDS awareness program by Red Ribbon Club.
- Fine arts workshop and competitions by Women cell and General lecture regarding problems of adolescent girls.
- Tree plantation programme on different occasions, Cleanliness programmes initiated by NCC and NSS units inside and outside the campus.
- Extension lectures and other curricular activities for better understanding of the subject and its applicability.
- Personality development and communication skill workshops for the students.
- Promoted the students for active involvement in Legal Literacy Cell activities to make them aware about their legal rights, duties, remedies available
- Remedial classes for weak

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	12 acres	10,000 sq. Ft.	Management	-
Class rooms	24	08	Management	-
Laboratories	07	04	Management+ self Financing scheme	-
Seminar Halls	01	-	-	-
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	01	02	Self Financing	03
Value of the equipment purchased during the year (Rs. in Lakhs)	18.51	2.54294	Self Financing	21.02294
Others	-	-	-	-

#### 4.2 Computerization of administration and library

1. We have fully computerized library with ICT facilities and all the records are maintained in a very meticulous way. College library is also linked with INFLIBNET and users can avail facility of e- books and e-journals through N-LIST.
2. Administrative office is also fully computerised. University has adopted online admission and fees submission so all the related work are done online. Besides, different records such as stock, attendance, admissions, leaves, and college accounts are also maintained on computer.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	11802	1685296	271	83670	12073	1768966
Reference Books	5860	982044	470	180950	6330	1162994
e-Books	-	-	93900		93900	
Journals	48	72792	53	49405	101	122197
e-Journals	-	-	6250		6250	
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)News Paper &Magazines	3850	103621	380	50249	4230	153870

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	71	Lab-I-21 Lab-II-08 Lab-III-18 Lab-IV-10	15	Library for Students	NIL	05	02	Principal-01 Registrar-01 Librarian-01
Added	-	-		-	-	-		-
Total	71	57		04		05	02	03

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- Computer and Internet access is available for the students and staff in Computer Labs & Library college during the working hours of the Computer Labs & library.
- Basic Computer training is provided to newly admitted students of the college. Advanced Computer training is provided at different levels of the students of the college.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	0.045
ii) Campus Infrastructure and facilities	32.962
iii) Equipments	0.255
iv) Others(Sports Material)	0.051
<b>Total :</b>	<b>33.313</b>



## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- The college publishes its updated prospectus annually. The information content is disseminated to students at the beginning of every academic year and also through college magazine 'Sumegha'.
- Students are well informed by IQAC in collaboration with other units and committees of the college about functioning of different cells for their welfare and various schemes implemented by the college, university and govt. They are also acquainted about other facilities available for them time by time.
- The students are interacted in their tutorial groups and updated about latest advancements for them in routine.
- Financial assistance extended to economically weaker students and personal counseling given by teachers help to minimize the dropout rate in the college.
- Various programmes and activities are organized viz. academics expert lectures ,cultural, sports, NCC, NSS, Legal literacy, Road safety, celebration of International Days etc. are organized frequently and regularly to enrich and enhance the alround personality and make them aware.
- Financial assistance to economically weak students through Fee concession, BLJS Trust cash award etc. and personal counseling given by teachers help to minimize the drop out rate in the college.

#### 5.2 Efforts made by the institution for tracking the progression

- Regular vigilance by the concerned subject teacher
- Consolidated reports of Alumni meetings
- As Reported by the students
- Departments are insisted to document, compare and discuss the performance and progress of the students in their exams and other academic activities.
- Feedback in Tutorial classes.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1182	146	-	-

#### (b) No. of students outside the state

NIL

#### (c) No. of international students

NIL

Men	No	%	Women	No	%
	1021	76.88%		307	23.12%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
977	290	0	378	01	1646	777	289	0	332	0	1328

Demand ratio 100: 60      Dropout % - 20%

#### 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Guidance & Counseling Bureau also guides the students for the preparation of competitive exams
- The college provides help to give references of the persons who can help them to achieve their goals.
- Faculty members provide the subject material as well as necessary guidance to help out the interested and willing students.

No. of students beneficiaries

176

#### 5.5 No. of students qualified in these examinations

NET	-	SET/SLET	-	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	80

#### 5.6 Details of student counselling and career guidance

- From the very beginning of the session ,that is, at the time of admission students are helped by the faculty members.
- Guidance & Counseling cell provides psychosocial counseling as well vocational guidance.
- Subject societies invite experts and arrange other programmes to guide them for career options

No. of students benefitted

575

### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	90

### 5.8 Details of gender sensitization programmes

- There is women cell in the college which regularly take different issues related to women time by time
- Girls are encouraged and supported for taking initiatives in extracurricular activities.

### 5.9 Students Activities

#### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level

21

National level

01

International level

-

No. of students participated in cultural events

State/ University level

105

National level

-

International level

-

#### 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level

02

National level

01

International level

-

Cultural: State/ University level

80

National level

-

International level

-

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	06	2880
Financial support from government	205	1670800
Financial support from other sources (Trust Awards for merit in academics, sports, NCC, NSS, Cultural activities, Sport kits etc.)	80	82900
Number of students who received International/ National recognitions	01	

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

### 5.13 Major grievances of students (if any) redressed:

- (i) Accommodation : Accomodation is one of the major problem as there is no hostel and no authentic P.G. for girls in Tosham. Moreover this problem has been resolved by providing Bus pass facilities from Haryana State Roadways.
- (ii) Internet : Internet Connectivity –Although the Campus has Wi-Fi facility but the connectivity problem arises since the College is located in rural area.

## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

**Our vision:**

The college envisions to provide Quality Higher Education to the young boys & girls of this highly backward & rural region to meet the demand of industry, state & society through excellence in arts, commerce & vocational education: to remain as a source of pride to Haryana & to the Country.

**Our mission:**

Apart from imparting higher educational qualifications, we are greatly concerned with enriching our youth with knowledge and skills in a chosen discipline. For us teaching is greatly concerned with building a positive attitude, preparing young generation for the challenges of life and work, fulfilling their intellectual and personal potential in a way that it significantly contributes to each and every role that they play in society, and arming young boys and girls with a set of values that they as a person and as a professional 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.

**Our goals:**

- To set-up and create an institution of excellence in higher education with high intellectual standard.
- To nurture the culture of:
  - o Academic integrity and accountability
  - o Respect for the views of one and all.
  - o Appreciation of intellectual excellence and creativity.
  - o Tutors as friend, philosopher and guide.
  - o Good relationship with neighbouring industries and education institution repute.
- To provide congenial and healthy environment of research and training to faculty for improving their quality.
- To design and develop student-centric learning environment.
- To generate and create resources for various extracurricular and sports activities and programmes for better overall development of students.
- To generate and create resources for running Value Added Programmes for overall curricular and personality development of students.
- To invite experts from industry and premier institutions on a regular base to deliver extension lectures on topics of current interest.

Above all, we are also motivated 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.

#### 6.2 Does the Institution has a management Information System

Management Information System through circulars, social media, electronic announcement system, Display of Notices, by holding staff/ Governing Body meeting, holding staff/students/parents/alumni meeting

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

#### 6.3.1 Curriculum Development

Curriculum is developed by the affiliating University. The members of Staff on various boards send suggestions for improvement

#### 6.3.2 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.

#### 6.3.3 Examination and Evaluation

- 20% of the marks are evaluated by the college & rest 80% is evaluated by the university.
- Class assessment tests are conducted on frequent intervals and the teachers make an analysis of the performance of students after every internal test.

#### 6.3.4 Research and Development

- As far as the research is concerned there is very less scope because we have only UG/ PG courses in the college and no Ph.D. programmes courses in the college . Still the faculty is very much aware and actively involved in the research work.
- The college also encourages the teachers and specially the BLJS College, Trust fixed seed money of Rs. One Lakh for contractual facility for their involvement in research activities. The college is already having seven PhD degree holders as faculty and some are pursuing their PhDs.
- The college has Centre for Innovation in Research and Development (CIRD) with the aim to motivate the faculty and maintain and promote the research environment.
- The college also has a Research Committee of five members to monitor and assess the proposal of Research Projects. The project Proposals are evaluated by external

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- 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.

#### 6.3.6 Human Resource Management

The college recruits Six faculty members with following the M.D.University, Rohtak selection criteria in Hindi and Commerce (Three each on regular basis) department during this session 2016-17 under SFS scheme and also recruits the teaching staff based on contractual basis . Effective system of appraisal of performance based on securing is made in the session 2016-17 . Member of Faculty get all service benefit, 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.

#### 6.3.7 Faculty and Staff recruitment

Permanent/ Grant in aid posts of staff and faculty is recruited against sanctioned posts as per university and state govt. rules & policies. Six new faculty(Three in commerce and Three in Hindi) under SFS scheme selected on regular basis in the session 2016-17 as per MDU, Rohtak criteria & rules. Contractual faculty is appointed at management level as per university norms.

#### 6.3.8 Industry Interaction / Collaboration

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.

#### 6.3.9 Admission of Students

- The college follows rules & regulations of affiliating university for admissions..
- Admissions are done purely on merit basis and according to reservation policy of the state govt.

#### 6.4 Welfare schemes for

Teaching	Leaves, pension gratuity, loan etc as per Govt. Rules, opportunities for career development
Non teaching	Leaves, pension, gratuity, loan etc as per Govt. Rule, opportunities for career development
Students	Scholarships, Remedial classes, Welfare schemes implemented by govt and university, free counselling and internet facility, study tours, sport and gym facilities, subject societies , concessional bus passes, Trust and college cash awards.

6.5 Total corpus fund generated

39,49,878

6.6 Whether annual financial audit has been done

Yes

☒

No

☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	✓	University	✓	Management
Administrative	✓	Govt./University	✓	Management

6.8 Does the University/ Autonomous College declares results within 30 days? N/A

For UG Programmes

Yes

☐

No

☐

For PG Programmes

Yes

☐

No

☐

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms? N/A

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?  
N/A

6.11 Activities and support from the Alumni Association

The college has an Alumni Association & one formal meeting is held at least once in a year. Members of alumni participate and give suggestions for various programs/ developmental activities of the college. Moreover the alumnis members are very instrumental in managing off Campus placements.

6.12 Activities and support from the Parent – Teacher Association

We do not have Parent-Teacher Association as such but Parents are encouraged for decision making and giving advice and suggestions for college betterment.



#### 6.13 Development programmes for support staff

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.

#### 6.14 Initiatives taken by the institution to make the campus eco-friendly

- Water harvesting unit & waste water 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, Thermocol & Polythene free.
- Initiatives like lectures and rallies for environment awareness.

## Criterion – VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Continue Subscription of INFLIBNET in 2016-17 to enrich computerization of library and to promote research facility.
- Extension of college Library -10000sq. ft covered area for more space for reading rooms for students and staff and capacity to add more books.
- Construction of Three story New Science Block for UG & PG classes of science students consisting of Six Science Labs & Twelve Rooms for teaching
- Making emphasis on WI-Fi campus for better Internet Connectivity.
- Centralized record keeping system

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- At the very beginning of the session an academic calendar is provided by the affiliating University that includes schedule for teaching days, examination, vacations and admissions. In accordance with this the IQAC prepared Month-wise Calendar for Educational/ Cultural/ Co-curricular Activities for the session 2016-17 and progress was also monitored.
- Necessary arrangements were made for upcoming NAAC Peer team visit in the college and for the purpose all the departments and offices were asked to keep records updated and supporting documents ready for the presentation.
- IQAC suggested all the departments to prepare academic and extracurricular activity plan for the session and they were motivated to follow these plans.
- The IQAC also planned to have extracurricular and social activities for the session. The college organized a good number of academic as well as extracurricular activities in its premises. Besides, the college students also participated in various activities and competitions organized at other platforms and brought laurels.
- For of students different workshops on Personality development/ Dance/Theatre/Music were organized personality grooming which resulted in remarkable positions in Zonal Youth Festival, Inter Zonal Youth Festival and other competitions on various platforms.
- As proposed college campus buildings has been renovated and 4 new rooms are constructed in this session and an amount of approximate 16 lakhs has been spent solely for this purpose.
- The exiting 20 KV solar panels have been updated by changing the equipments.
- The college has also started PG( Hindi) from this session as proposed in action plan.
- Teaching faculty has been continuously motivated for participation in research activities which resulted in better participation in research activities such as participation and paper presentation in seminars/ conferences and more publications in reputed journals.
- As suggested in future action plan most of the college premises has been covered under Wi-Fi facility.

*\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)

- Theatre, Music, Dance and Literary workshops for over all development of the students.
- Unique book keeping system with monthly internal audit.

#### 7.4 Contribution to environmental awareness / protection

- Regular tree plantation in and around the college campus.
- Water harvesting, waste water management and Green audit are some healthy practices followed by college for environmental awareness and protection.
- Removal of unwanted plants and maintenance of the landscape
- Awareness drives such as rallies and lectures for the students and society.

7.5 Whether environmental audit was conducted? Yes ☒ No ☐

#### 7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

**Strengths-**

- Well qualified, dedicated and hard working staff.
- Imparting value based quality education.
- Eco friendly campus with a beautiful landscape
- Annual publication of college magazine 'Sumegha' consisting inputs from students and staff.
- Regular publication of wall magazines in the subjects of Mathematics, Psychology, Geography, Hindi, English and Science.
- Regular annual function and prize distribution ceremony, which is a platform of reviewing achievements for the year and honouring students who excelled in the field of academics, cultural activities, NCC, NSS and sports in the form of BLJS Trust Awards.
- We always welcome innovative and constructive ideas from our stakeholders.

**Weaknesses-**

- Most of the students belong to rural background and have problems of language and communication skills.
- Strength of permanent faculty is lesser in comparison to demand of workload as state govt. is not sanctioning new posts .

**Opportunities-**

- The college has emerged as a learning hub since its inception. Every year with more strengths and more achievements its going on. It can provide more facilities and learning environment to the students to enhance their communication skills and overall personality so that they can meet the demands of the society and industries and can emerge as responsible citizen of the country.

**Challenges-**

- To motivate socially and economically backward students with low aptitude in language and communication skill for higher education.
- To enable students for appreciating and imbibing the societal relevance of the subjects that they study in the class room through innovative teaching methods

## 8. Plans of institution for next year

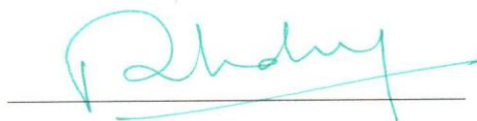
- To formulate various strategies to materialize recommendations of NAAC peer team.
- Extension of M.Sc. (Mathematics), M.Sc. (Physics) and M.Sc. (Chemistry) under Self finance scheme for second year.
- increase in sports activity
- submitting proposal for Research seminar , conference for funding from different agencies- DHE, UGC etc.
- submitting proposal for Research Project in DST(FIST) and UGC for grants.
- Computerization of Library
- Extension of the library building.
- Construction of separate three stories New Science block.
- Enrichment of ICT equipment.
- To make campus fully Wi-Fi enabled.
- To Strengthen Alumni Association.

Name Dr. Ashok Kumar Saini



Signature of the Coordinator, IQAC

Name Dr. Rakesh Kumar Bhardwaj



Signature of the Chairperson, IQAC

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## Annexure I

### Abbreviations:

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

SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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