



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	Banwari Lal Jindal Suiwala College
• Name of the Head of the institution	Dr Rakesh Kumar Bhardwaj
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01253258101
• Mobile no	9416221193
• Registered e-mail	bljsgcollege@gmail.com
• Alternate e-mail	rakeshdsc@gmail.com
• Address	Banwari Lal Jindal Suiwala College, Sagwan Road, Tosham, Bhiwani (Haryana)
• City/Town	Tosham
• State/UT	Haryana
• Pin Code	127040
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	UGC 2f and 12(B)																		
• Name of the Affiliating University	Choudhary Bansi Lal University, Bhiwani																		
• Name of the IQAC Coordinator	Dr. Shailja Sharma																		
• Phone No.	01253258101																		
• Alternate phone No.	01253259122																		
• Mobile	9416336411																		
• IQAC e-mail address	bljsiqac@gmail.com																		
• Alternate Email address	shailja1907@gmail.com																		
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.bljcollege.com/wp-content/uploads/2022/12/AQAR-20-21.pdf																		
4.Whether Academic Calendar prepared during the year?	Yes																		
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.bljcollege.com/wp-content/uploads/2022/12/calendar.pdf																		
5.Accreditation Details																			
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B</td> <td>72.00</td> <td>2003</td> <td>21/03/2003</td> <td>20/03/2008</td> </tr> <tr> <td>Cycle 2</td> <td>B</td> <td>2.42</td> <td>2015</td> <td>15/11/2015</td> <td>14/11/2020</td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	B	72.00	2003	21/03/2003	20/03/2008	Cycle 2	B	2.42	2015	15/11/2015	14/11/2020
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to														
Cycle 1	B	72.00	2003	21/03/2003	20/03/2008														
Cycle 2	B	2.42	2015	15/11/2015	14/11/2020														
6.Date of Establishment of IQAC	01/07/2011																		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,																			

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional 1	Salary grant	HEC	2021-22	34018000.00
Institutional 1	NSS Grant	HEC Haryana	2021-22	34596.00
Institutional 1	Red Ribbon Fund	State govt	2021-22	620
Institutional 1	Pension Grant	HEC Haryana	2021-22	1301157.00

8. Whether composition of IQAC as per latest NAAC guidelines	Yes		
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File		
9.No. of IQAC meetings held during the year	02		
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes		
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded		
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No		
<ul style="list-style-type: none"> • If yes, mention the amount 			
11. Significant contributions made by IQAC during the current year (maximum five bullets)			
Regular meeting of Internal quality Assurance Cell(IQAC)			
Preparation and Submission of Annual Quality Assurance Report (AQAR 2020-21) to NAAC			
Submission of institutional data to AISHE			

Updation of the infrastructure as per curriculum of Choice Based Credit System implemented by Chaudhary Bansi Lal University from academic session 2021-22.

Formation of Mentor-Mentee groups to resolve students' issues.

Digitalization of teaching-learning process

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

Plan of Action	Achievements/Outcomes
To chalk out plan of action according to State government guidelines for prevailing pandemic situation.	State govt guidelines for preventives measures were strictly followed and all the activities were planned accordingly. The students were guided about the situation and preventive measures to be adopted by them and their family in class and mentor-mentee groups.
Preparation of academic and activity calendar for the session according to State Govt. guidelines	The academic and activity calendar for the session was prepared and implemented in accordance with the affiliating university.
Organization of different activities for ,Celebration of Azadi ka Mahotsav'	Several activities like Health check-up camp, rallies, Flag distribution and other activities were organized to mark the occasion.
Data collection from various departments and cells for AQAR	Data for 2021-22 AQAR is being collected and compiled from all the departments and cells.
To strengthen office data keeping mechanism	To strengthen office data keeping mechanism ESP software has been purchased which is now under trial.
To encourage maximum participation of students in various curricular, extra curricular activities	After the pandemic, the students are again encouraged to participate in various activities to boost their moral

	<p>. For the purpose all the department and cells organized various activities as and when possible and ensured maximum participation of the students.</p>
Preparation and submission of AQAR 2020-21	AQAR 2020-21 was prepared and submitted to NAAC
To accelerate the process of data collection for SSR	AS the college's Accreditation process for Cycle 3 is due, all the departments-Academic and administrative has been asked to furnish required data as soon as possible so that the procedure can be started
Digitalization of teaching-learning process	Due to pandemic orientation of regular teaching was shifted to blended learning, for the purpose the teachers were asked to take classes on ZOOM and Google meet, except this they also provided study material in digital form through WhatsApp groups especially formed for the purpose.
Special focus on health and sanitation	Prevailing pandemic situation all the preventive measures were strictly followed and special measures for cleanliness and hygiene were adopted. Besides these the college also arranged vaccination camps for its students and staff.
Updation of the infrastructure as per curriculum of Choice Based Credit System implemented by Chaudhary Bansi Lal University from academic session 2021-22.	As the affiliating university has implemented CBCS in all the subjects, all the departments has been asked to check the requirements especially recommended books and laboratory setup
13. Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
IQAC	09/10/2021

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	04/01/2023

15. Multidisciplinary / interdisciplinary

The College is a multidisciplinary co-educational institute having under graduate and post graduate courses in all the three faculties of Arts, Science and Commerce. In arts the college enrolls students for the degree of B.A. (Bachelor of Arts), M.A. History and M. A. Hindi. In commerce, college enrolls students for Bachelor and Masters of commerce degree (B.Com, M.Com). In Science college has courses of M.Sc. Mathematics, M.Sc. Physics, M.Sc. Chemistry, B.Sc. Non Medical and BCA (Bachelor of Computer Application).

16. Academic bank of credits (ABC):

The college is affiliated with the Ch Bansi Lal university and runs courses as per the curriculum prescribed by the university. The university has been adopting CBCS programs gradually and so is our institution. Now all the programs being run by the institution has choice-based credit system.

Until 2021-22 under CBCS curriculum, there was no mechanism for credit transfer among the constituent college of CBLU. However, under the new National Education Policy 2020, our college will take necessary initiatives under ABC guidelines of NEP as per norms and guidelines issued by the University/UGC.

The academic curriculum is designed by the parent university and faculty members have been involved in the preparation of course content as a Member of board of studies. Within the approved curricular framework of the University, faculty members use different curricular and pedagogical tools and approaches for teaching-learning activities. For assessment of the courses, faculties design the assessment tools such as the assignments, tests, quizzes.

17.Skill development:

Recognizing the importance of extra skill set and knowledge in the present learning environment and future prospects the college emphasizes activities to groom skills among students in routine such as personality development workshop to develop communication and soft skills.

To complement the discipline-specific university curriculum, the college organizes extra-curricular activities to impart holistic and value-based education. The NSS and NCC Unit regularly organizes activities to promote community responsibility: cleanliness campaigns, health screenings, blood donation camps, skill-building seminars, literacy campaigns and social awareness programs, etc. The Women Cell makes consistent efforts in creating awareness about gender issues. All the other subject cells and societies organize various activities to inculcate human values among students throughout the year.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The college offers the undergraduate course in Sanskrit and Undergraduate and Post graduate courses in Hindi and History. The curriculum of all these programmes comprises courses that impart the history and knowledge traditions of India. All these programmes offer courses that are integral to each other in foregrounding and shaping the relationship between language, culture and history of India. In addition to the curricular prospects, these departments conduct several co-curricular programmes that foster the dissemination of Indian history, culture, and knowledge traditions among the young students at the college like shlokocharan, extension lectures, talks and competitions related to Indian heritage.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The college has well defined Program Outcomes (PO), and Program Specific Outcomes (PSO) for each program. The POs and PSOs are satisfied through the teaching-learning process and the additional programs conducted at the Institute. As the part of the curriculum, each course has defined Course Outcomes (CO) which are mapped to POs and PSOs. Assessment tools are designed considering the requirements of POs. The activities and programs are organized in the Institute to achieve POs. At the end of the semester, analysis of PO, PSO attainment is done by each department by evaluating performance of the student through various measures,

20.Distance education/online education:

As per the curriculum requirement, all lectures and practicals are conducted in physical mode. During pandemic, the system has adopted the change from classroom teaching to blended learning. online Platforms like Google meet Zoom meeting were used for live classes, Google drive, Google classrooms were effectively used for course conduction and evaluation process. The college has its own YouTube channel, where online lectures are available for the students. In present scenario all the subject teachers have their students, whatsapp groups where they share online lectures, pdf,ppt and other links to enrich their subject knowledge as additional resources. Besides this the library provides access to various online journals and repository.

Extended Profile**1.Programme**

1.1	366
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1351
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	412
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	398
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	31
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	13
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	26
Total number of Classrooms and Seminar halls	
4.2	15.04
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	68
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

As the college is affiliated to ChBansi Lal University, Bhiwani , it

adheres the curriculum planning and delivery in accordance with the parent university. Academic calendar of the university is followed and the time-table is prepared as per the workload submitted by the heads of different departments and according to the norms of the university/DGHE Haryana

To ensure effective delivery of the syllabus, lesson plans are prepared and submitted to the Principal well in time. This process is followed by all departments of the college for all the courses and it is reviewed by the principal himself.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.bljcollege.com/wp-content/uploads/2022/12/calendar.pdf

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

The Parent university publishes its academic calendar at the start of the session, the college plans its academic and activity calendar accordingly. All the components of CIE namely assignments, seminars, test papers and projects are conducted on time as scheduled in academic calendar. The teachers prepare their lesson plans well in advance before the commencement of the semester keeping in mind the schedule of tests and assignments. Group discussions and presentations are also organized on a regular basis to evaluate their understanding of the subject.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.bljcollege.com/wp-content/uploads/2022/12/calendar.pdf

1.1.3 - Teachers of the Institution participate in B. Any 3 of the above following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University

Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

10

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

0

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

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

0

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

1.3 - Curriculum Enrichment

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

Being as an affiliated College, the College follow the curriculum designed by the University. The University integrates cross cutting issues relevant to Gender , Environment and Sustainability human values and Professional Ethics into the curriculum,detail attached.

Besides this, the Institution organizes various co-curricular activities to address these issues like -The Women Cell, NSS, NCC, YRC & Legal Literacy Cell of the Institution organize Extension Lectures, Poetry Recitation, Slogan Writing, Declamation contests on issues related to Women such as Sex Ratio, Menstrual hygiene, Domestic Violence, Dowry, Education of Girl Child, Child marriage etc. Reservation policies, Constitutional provisions especially for women, are educated about in the subject of Political Science.

Teachers impart the value of truth, honesty, loyalty, peace during curriculum delivery and mentoring sessions. The institution organizes various activities like Blood Donation Camps and Community services by N.S.S. and N.C.C. units.

Environment club in collaboration with various cells of the College like N.S.S., N.C.C. ,Y.R.C and Geography department executes various activities such as tree plantation and cleanliness drives.

Environment Day is observed every year to disseminate awareness to keep surroundings clean and green. NSS promotes Environmental awareness through the Tree Plantation, Village Cleanliness, Water Conservation and Plastic Free Campus etc

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

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

02

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

42

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students

B. Any 3 of the above

Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://www.bljcollege.com/wp-content/uploads/2022/04/feedback-analysis_20220402_0001.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.bljcollege.com/wp-content/uploads/2022/04/feedback-analysis_20220402_0001.pdf

TEACHING-LEARNING AND EVALUATION**2.1 - Student Enrollment and Profile****2.1.1 - Enrolment Number Number of students admitted during the year****2.1.1.1 - Number of students admitted during the year**

1351

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

318

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The college admits students from various socio-economic backgrounds. The college conducts every possible measure to assess the learning levels of its students. At the beginning of each course, teachers assess the learning levels of the students in the class, their knowledge about the course and accordingly special programmes for advanced learners and slow learners are planned. Remedial and extra classes are conducted for advanced and slow learners. After the completion of syllabus, subject classes are also repeated for slow learners and late admissions. In the CBCS system, students are required to select course subjects based on their core competence, aptitude and skills. The teachers from all departments counsel the students regarding the scope of different courses being offered as well as provide guidance in relation to the student's aptitude and competence. Opportunity is also given to the students of first year for changing their options if they are not able to cope with the courses they selected. Teachers remain available in college to clear the doubts and counsel the students even on a one to one basis. Advanced learners are encouraged to become class mentors.

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

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

Number of Students	Number of Teachers
1351	31

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The college always encourages student-centric learning through various methods such as group discussions, quiz competitions, presentations and project works. Regular participative activities viz., group discussions, projects, field visits, seminars, extension lectures are organized in the college and the students actively participate in these activities within and outside the college. Students are given individual projects and class assignments for focusing on self study and to encourage independent learning. Beyond the classroom, college gives high importance to all-round development of students through extracurricular, cocurricular and field based activities. The objective of student centred activities outside the classroom is to engage students as much as possible in learning procedures that require more than reading or viewing the material. Students are taken for study tours to the sites of interest in order to get familiar with the field/natural conditions. These activities play an integral role in allowing a switch over from absorption of information while learning during academic sessions and creating a safe space to relax, interact, collaborate, think out of the box, nurture their talents. To increase the concentration in various activities, the college has framed many committees and subject societies. Besides these, different student support systems are available in the college like Library, Computer Lab, Reading Room. Students are trained for Basic Life skills such as First Aid, Self Defense, Swach Bharat Summer Internships, and Personal Hygiene and Sanitation under various programmes and schemes of NSS, NCC, Youth Red Cross, Women cell, Red ribbon club, Environment Club etc.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

Prevailing pandemic impact the academic year 2021-2022 was also affected for physical class teaching and therefore it was required to deliver lectures mainly on online platform. The use of laptops and internet became a common practice not only for the teachers but also for the students. As an initiative for disseminating the knowledge, the college started its YouTube channel in 2020-21 for uploading video lectures of all the subjects, so that students can check those as per their convenience, new content was added in this session. Besides this various online platforms such as YouTube, E-mails, WhatsApp group, Google meet, Zoom and Google classrooms were used by all the faculty members to teach, communicate, provide material and syllabus, make announcements, conduct tests, upload assignments, make presentations, address queries, mentor and share information.

ICT is also used to complement class room teaching as per requirement like use of projectors and videos. Besides this the college library has subscription of N-list, where students and staff can access a number of books and journals online anywhere with their institutional id.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

30

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

31

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

13

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

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

359

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode.

Write description within 200 words.

The college has transparent and robust evaluation process in terms of frequency and variety. The college prepares an Academic Calendar in line with university calendar prior to the commencement of the academic year. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. Continuous evaluation is made through Group Discussion, Unit Tests, Assignments Submission, Field Visit / Field Work and Seminars presentations. Unit tests are conducted regularly as per the schedule given in the academic calendar. For internal assessment equal importance is given to regular attendance, unit tests and assignment submissions. The test results are discussed with students so that they can improvise themselves. Based on the performance Students are individually suggested to overcome their barriers.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The college has a well-organized mechanism for the Redressal of grievances. The student can approach the Teachers, College Examination Committee, College Registrar and Principal to redress the examination-related grievance as per the requirement and jurisdiction of the grievance. As the affiliating university conducts the main examinations, internal marks are submitted on the university portal , as and when notified by the university. Students can bring their grievances after the declaration of the university results. The entire mechanism to deal with examination-related grievances is time bound as per University rules and regulations.

The student can file a complaint to the principal regarding the matter, and if any discrepancies are found in enquiry, college forwards the application to the university for further action with required documents within two days of complaint.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The college has clearly stated learning outcomes of the Programs and Courses. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students

- The PSO and SO are well defined and are displayed on the college website as well , which are updated time by time according to modifications of the syllabus of the curriculum.
- Hard Copy of syllabi and Learning Outcomes are available in the departments for ready reference to the teachers and students.
- The importance of the learning outcomes has been communicated to the teachers in every IQAC meeting and College Committee meeting.
- The students are also made aware of the same through Tutorial meetings.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.bljcollege.com/wp-content/uploads/2021/12/program-outcome-new.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution and the same are communicated to the students in the formal way of the discussion in the classroom and departmental notice board. We took utmost care of measuring the level of attainment of POs, PSOs and COs and followed formal as well as informal mechanism for the measurement of attainment of the outcomes. Even we took feedback from all the

stakeholders in this respect and try to take necessary steps accordingly. Subsequently, the College took care of the attainment to measure the POs, PSOs and COs and implemented the mechanism as follows:-

- The institute followsthe Academic Calendar of our affiliated university.
- All the subject teachers prepareSemester-Wise evaluation Reports.
- Internal examination committee analyzesevaluation reports of results.
- Institute considers Feedback from the Stakeholders for the attainment of PO, PSO and CO.
- Placement committee took the review of the Students' Progression to Higher Studies and their Placement.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

398

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://www.bljcollege.com/wp-content/uploads/2023/01/SSS-21-22.pdf>

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides**

01

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institute has created an ecosystem for Research and Innovation by recruiting & developing desirable human resource, taking initiative for creation & dissemination of knowledge and establishing state of the art infrastructure.

1) At the entry level, the institute recruits young faculty through an elaborate selection process that involves careful scrutiny of applications, testing of knowledge and teaching skills. The annual performance appraisal system encourages faculty to enhance their teaching, research and administrative skills, as well as social services to the desired level of promotion. Faculty members are encouraged to undergo professional development programmes and organize and participate in Conferences, Seminars and Workshops. Furthermore, some of our faculty members represent the college in UG and PG board of studies in the affiliating university, who suggest their innovative ideas there.

2) The College takes initiative to motivate the faculty members to write research projects and submit it to various supporting agencies like UGC, ICSSR etc. Faculty members are motivated to indulge in research activities.

3) The institute invites renowned academicians and experts from various fields for extension lecture to disseminate their knowledge with the students and the faculty members time by time. Besides this, we have a tradition of organizing seminars/conferences and Webinars in routine which provides all the opportunity to interact with scholars and update their knowledge.

4) To facilitate interaction with industry and for professional

growth of the students the college has signed a MoU with ICSRCSSRI, Karnal and a contract with BITS Pilani under SATHI Scheme recently.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

05

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

01

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year. The institute promotes regular engagement of faculty, students and staff with neighborhood community for their holistic development and sustained community development through various activities. Every Year, programs are organized under which students and staff participate voluntarily in community-based activities with the neighborhood. Various awareness programs, workshops and rallies with themes like cleanliness, green environment & tree plantation, gender sensitization, Beti Bacho Beti Padhao, traffic rule awareness and empowerment of girls and women are organized.

The college runs effectively National Service Scheme and National Cadet Corps Units. Through these units, the college undertakes various extension activities in the neighbourhood community. Various activities aim at developing qualities of leadership, patriotism,

maintaining discipline, character building, spirit of adventure and the ideal of self service. All these mentioned activities have positive impact on the students and it developed student community relationship, leadership skill and self confidence of students. It also helped in cultivating hidden personality of students and created awareness among students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

4

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

09

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

860

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

03

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

01

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Our institution has adequate infrastructure and physical facilities for teaching-learning. The college building is very unique with a beautiful architectural work, well designed and one of its kind in the state of Haryana. The total area in which the college is situated is 12 acres. With all modern facilities the college campus is housed in 27000 sq. feet on ground level and 23000 sq. feet on first storey. In this two storey building, 24 Classrooms of different sizes have been constructed. The classrooms are properly lit and ventilated. A separate new Science Block in 12000 sq. Feet is ready with modern and well equipped laboratories. A separate computer block with 59 computers with internet facility is also in operation consisting of 3 computerlabs. The college has a spacious psychology lab and a geography lab. A spacious staff room, girls' common room and conference room are also an important part of the college campus.

The college has a separate two storey library building spanning over 10000 sq. feet is fully computerized with internet services. In this fast changing scenario the college library is well stocked with more than 22000 Text and Reference books, journals, periodicals and newspapers. The Library is fully automated, having N-List facility, OPAC, Wi-Fi and a separate computer lab also. One Conference Hall equipped with ICT Facilities and Multi Media Projectors having a capacity of 120 is also available in the library building.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.bljcollege.com/class-room/

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

The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium etc. We have a cultural cell 'Asmita' for promoting the cultural activities and events. The motto of this cell is to introduce the students to their cultural heritage and motivate them to participate in different cultural events. Students are specially trained for participation in Zonal and Inter-Zonal National Youth Festivals. For cultural programmes the college has three open air theatre stages.

For sports activities, various playgrounds operate on a three-acre tract of land. Basketball court, Volleyball court, Badminton court, Athletic track, T.T. room, Cricket ground are also operative. Physical Education department has all the facilities for different sports like sport kits, different material, which are issued to the students for their respective games/sports. The college also has a gymnasium equipped with a large no. of fitness gadgets. Staff and students of the college can take benefit of these gadgets.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.bljcollege.com/sports-complex-and-gym/

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

02

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

7.76

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The college has separate two storey Central library block spanning over 4400 sq. feet is fully computerized with internet services. In this fast changing scenario the college library is well stocked with latest books, journals, periodicals and newspapers. The library is automated and has two spacious reading hall. The reading area can accommodate 100 users at any point of time. The library is automated with integrated library management software SOUL 2.0 (Software for University Libraries) of INFLIBNET. The various housekeeping activities of the library such as data entry, issue and return and renewal of books, member logins etc are done through the software. The Books are classified according to Dewey decimal classification. OPAC (Online public access catalogue) service is also provided where the users can search the collection of books by title, author, publisher etc. The books are barcoded . Apart from the printed

books, the library is having access to eresources of N-list which is a part of the e-shodhsindhu consortium of INFLIBNET, where the users are given awareness and made to access browse and download ebooks, e-journals, databases etc. Library user can access these services in the library on computer installed there for the purpose and also at their place with user id given to them by the institution library. The new books are displayed for two weeks on the display stand. User orientation is provided at the beginning of the year regarding the various facilities services and resources available in the library.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://www.bljcollege.com/library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources C. Any 2 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

.32

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

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

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

210

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

4.3 - IT Infrastructure

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

There are different digital technological facilities available in the college. There are 02-digitally equipped conference hall available in the college, which are used for presentations, seminars, extension lectures and conferences etc. There are 04 well-equipped computer labs functioning in the college. The college building is facilitated with Wi-Fi connectivity. which is accessible to all students and the staff members of the college. Some of the departments of the college are provided with computer and other related accessories.

The college library, Administrative block, IQAC and computer labs has BSNL LAN connectivity. Most of the official work is done with the help of ICT. The college regularly maintains the IT facilities. Computes are formatted on regular basis. Softwares are updated timely for smooth functioning of the system. The College Website is updated regularly.

The college has been making consistent efforts to improve IT infrastructure -and facilities as per the requirement.The college campus is well equipped with CCTV cameras which are being used for monitoring, surveillance and for security purposes.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

75

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

15.04

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

There is a well established system in the college for the optimum use of available infrastructure and its regular maintenance. There is a set procedure to purchase any item or get the work done for the college and it involves the assessment of the need, the calculation of estimate cost, the approval of administrative sanction, the

formation of committee of get quotations from open market, the comparing of rates of the quotation, the approval of financial sanction, the placement of order to the lowest bidder and the final payment after the completion of the process.

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

All the students and staff of the college can avail these facilities as per rules and regulations of the institute.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.bljcollege.com/maintenance-and-utilization-of-facilities/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

357

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

0

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

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

B. 3 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

03

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

28

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

04

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

during the year

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

08

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

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

Our institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities. The institute encourages and provides opportunities to the student to participate and organize various activities and events. We have NCC and NSS units that support to develop many qualities like leadership, cooperation, loyalty, sincerity, dedication etc among students and teach them to be better people and citizens. Their suggestion with respect to curriculum design and other college activities is taken time to time and efforts are made for their implementation. Different cells and subject societies organize various productive and innovative activities time by time to involve students. Students actively take part in extra curricular activities and organize some activities on their own as well. The above activities enhance their communication skills, management skills, leadership skills, team-work, time-management, resource management skills and builds confidence in each student. Students are given exposure to involve in administrative activities by including them as members of the committees. They actively participate in committee meetings. This year we have student representation in IQAC and Women Cell.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

04

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

5.4 - Alumni Engagement

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

The institute does not have a registered Alumni Association but we have alumni association that meets regularly. As a policy of the Governing body I(educational trust), the institute does not accept any financial support from outside. Our alumni give valuable suggestions and help their juniors as per their specialization.

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

5.4.2 - Alumni contribution during the year E. <1Lakhs

(INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 - Institutional Vision and Leadership**

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

The vision of the college is 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. And the college has 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. We guarantee equal education opportunities without regard to marital status, color, race, religion, national origin or disability.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

The governance of our College is reflective of an effective leadership. Our College practices decentralization and participative

management. The college is governed by a well-defined policy with the help of clear-cut guidelines from the Governing Body as also the directives from the affiliating University and the Department of Higher Education, Haryana and UGC. 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 the Principal follows a democratic and participative style of leadership, soliciting the total participation and active involvement of both teaching and non-teaching staff. There are different Cells and Committeesthrough which all the administrative and policy regarding students and college are taken. Decentralisation is the philosophy of the management of the college.

Whereas in teaching department Head of the department is authorised to take decisions, large number of committees at college level 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.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

From its inception in 1995 , the college has been a premium institute for imparting quality education with its well qualified and experienced teaching staff. New programs have been added later for the students for providing them more academic options. Besides this they are motivated to participate in co-curricular and extra curricular activities, sports, NCC, NSS etc. For bridging the gap between industry and academia, experts from various fields are invited in the college. The institute is doing collaborations with other institutes/industries for opening new vistas for its students.

For making teaching-learning friendly environment, the strategies include the creation of ICT based infrastructure in teaching-

learning and administration as well as upgradation of laboratories, computer facilities and computerization. Besides, the Institution has regular practice of organizing seminars and workshops etc to promote the research culture in the campus, teachers are also motivated to groom their personality by attending workshops, seminar and conferences. The students are also taken for field visit and tours as per requirement time by time. Boys and girls both get equal opportunity in all the programs conducted by the college or any cell. Thus it can be said that institutional strategic plan is effectively deployed.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://www.bljcollege.com/college-profile/
Upload any additional information	No File Uploaded

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

Administrative Setup

The college is run by Banwari Lal Jindal Suiwala Educational Trust, Delhi. The key components of organizational structure of the college are Governing Body (BLJS Educational Trust, President and managing council), College Principal and Staff Representatives from Teaching and Non-teaching staff. The college is affiliated to CBLU, Bhiwani and governed by rules and regulations of its affiliating university, DGHE Haryana, UGC and NAAC. The decision making procedures are made at appropriate levels in the organizational hierarchy.

The college works under the aegis of DGHE Haryana. Honorable principal is the incharge of administrative/academic and curriculum activities at college. He is vested with day to day running of college with his team of departmental heads, Various committees and the Head clerk to assist him in the discharge of this work.

Appointment and Service rules

The institution strictly follows the service rules according to the Director General Higher Education (DGHE), Haryana norms. Recruitment process is carried out according to the norms of the affiliating university, a body comprising of university representative,

management representative, Principal, external subject experts decides the worthiness of the candidates by his/her performance in the interview according to the parameters specified. The teaching and non-teaching staff have the benefits of PF, Gratuity and other benefits as applicable.

File Description	Documents
Paste link for additional information	https://www.highereduhry.ac.in/ActsRules/CollegeCadreGroupB_1986.pdf
Link to Organogram of the institution webpage	https://www.bljcollege.com/wp-content/uploads/2022/03/organizational-structure.pdf
Upload any additional information	No File Uploaded

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

B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

1. Welfare Schemes for Teaching Staff - Leaves, pension, gratuity, loan etc as per Haryana Govt. Rules, Opportunities for career development

2. Welfare Schemes for Non-Teaching Staff - Leaves, pension, gratuity, loan etc as per Haryana Govt. Rules, opportunities for career development

3. Seperate rooms/offices to the teaching staff.

4. Canteen, recreational, free internet/wi-fi facility to all staff members

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

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

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

0

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

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

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

0

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

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

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

01

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

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

The institution monitors performance appraisal system through submitting of ACR (Annual Confidential Report) of the teaching staff. The ACR reflects the details of Academic contribution of the teacher(classes meet, pass percentage), Professional achievements in the year like details of refresher / orientation course/ workshops, seminars or conferences etc that the teacher attended during a

particular period, research paper presented or published and Personal achievement like any award, reward, recognition or appraisal from any organization/institution, Besides this, the involvement in the welfare of students and community work is given due weightage for monitoring performance. The principal then grades the teachers on the overall report and recommends higher authorities for further necessary action. The ACR's are sought at every step of up-gradation / next promotion.

For Performance Appraisal of non teaching faculty their ACR is filled by the head of their office or Incharge of the department, which assess their sincerity to work, loyalty to the institution and dedication to their work, Their ACR is also finally graded by the principal.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The Institution has established a mechanism for conducting internal and external audits on the financial transactions every year to ensure financial compliance. Internal audit is conducted monthly. All the bills submitted along with the wares purchased are entered in the central stock register. The bills then are sent to the accounts clerk who after scrutiny, records these bills in various cash books, journals and ledgers. Thereafter the college bursar makes a thorough scrutiny before he recommends the bills for final payments. All the recurring and capital expenditures are recorded regularly in account books and computer. All these account details are compiled on a monthly basis and then sent to the headquarters 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.

An external audit is conducted once in every year by the chartered accountant as per the government rules. Any queries, in the process of audit would be attended immediately along with the supporting

documents within the prescribed time limits. The institution has not come across with any major audit objection during the preceding years

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

0

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

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

Institute maintains & follows a well-planned process for the mobilization of funds and resource through various committees, Department Heads and Accounts office. Institute has designed some specific rules for fund usage and resource utilization.

Mobilization of funds: BLJS College is a privately managed but Grant in aid institution and fund in-flow is from various sources e.g. Government, UGC, College Resources, and College Management. The student Tuition fee is one of the major source of income for the institute. The management provides need-based loans to the college. Various government and non-government agencies sponsor events like seminars and workshops. However, the funds out-flow involve many expenditures heads like Main Fund/Management Fund, Amalgamated Fund, Student Fund, Development Fund, Self Financing Fund, R.K. Fund, UGC Fund, etc.

Utilization of resources: The grant from government is used for the salary of the regular faculty. College runs 6 PG course and BA (Physical Education), BCA, B Sc (Non medical/computers) under the self finance scheme. All expenditures of these are met with the fees of the courses. The college has various facilities like a rich library with INFLIBNET, well equipped gymnasium, computer labs, sport ground, seminar halls with ICT facility, which can be used by all students and staff members.

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

6.5 - Internal Quality Assurance System

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

The institution attempts to chisel out the total quality person through a persistent focus on imparting quality education. Its Internal Quality Assurance Cell (IQAC) carries out activities that encompass all aspects of the Institute's functioning. From the date of its formation it has been performing the following tasks on a regular basis:

- Improvement in quality of teaching-learning process by regular inputs to all concerned based on feedback from students.
- Coordinates with all stakeholders for their opinions and advice for quality improvement.
- Planning and Documentation of the various programs /activities leading to quality improvement.
- Providing inputs for best practices in administration for efficient resource utilization and better services to students and staff.
- Planning and Supporting effective implementation for Total Quality management, Curriculum development, Teaching-Learning and evaluation, Research and Extension activities for all stakeholders.

All the quality assurance measure across academic planning and administrative area are governed, implemented and supervised by the IQAC.

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

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

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through internal assessment committee. The committee monitors student's internal assessment and attendance periodically.

- Mentorship classes are given to students to enhance their personality, decision making ability and counseling on second and fourth Saturday every month.
- Student pass percentage is compared to university pass percentage, and if college pass percentage is lower, reasons are reviewed for improvisation.
- The students belong to different socioeconomic and cultural environment hence they differ in linguistic and academic ability. Remedial classes are taken by respective teacher to bridge the gap between high performer and weaker students.
- Laboratories and practical classes are arranged up for students of science stream and Practical subjects of art stream to achieve institutional goal.

The institute plans and reviews academic practices in starting and during the academic sessions. The POs, PSOs, and COs attainment is measured every session through class tests, presentations, quiz etc.. For low attained courses, proper action is planned and efforts are made to improve the attainments, if required beyond curriculum content and activities are planned and implemented.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of

B. Any 3 of the above

**Internal Quality Assurance Cell (IQAC);
Feedback collected, analyzed and used for
improvements Collaborative quality initiatives
with other institution(s) Participation in NIRF
any other quality audit recognized by state,
national or international agencies (ISO
Certification, NBA)**

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institute shows gender sensitivity through various initiatives and actions for creating safe, secure and healthy atmosphere in the campus. Sensitization of the students is done through special lectures and functions. Beside this the women cell of the college takes utmost care of rights of girl students in each aspect. The cell arranges various activities like awareness talks, lectures, competitions for sensitizing the students time by time.

To ensure safety and security, E-surveillance with high resolution cameras are installed in the campus, entry of unwanted element is monitored through these cameras. This system ensures that all female staff, students can move freely in the campus and feel assured that they are secure at all the time in the campus. Besides this proctorial groups consisting teaching staff take round to ensure security in and around campus.

For counseling purpose the institute has a counseling cell, where any student can visit to discuss his/her problem. Except this all senior officials are available both for boys and girls for solving their problem any time without any appointment.

There is a separate common room for the girls, which is well furnished , ventilated and has proper light. It also has attached washroom and dressing room.

File Description	Documents
Annual gender sensitization action plan	https://www.bljcollege.com/wp-content/uploads/2022/04/gender_20220402_0001.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

The primary focus is to reduce, reuse and recycle the waste. For the management of solid waste, Dustbins are provided at the corners of each corridors to collect solid waste. this is further disposed of by the Gram Panchayat of Tosham. Biodegradable waste is disposed to a place where it can be converted into manure.

Proper sewage system is present in all the washrooms of the college, appropriate care is taken to see that there is no water stagnation to discourage mosquito breeding. The rain water from the terrace is directed towards the ground through pipes where rain water harvesting pits are located.

Though not much e-waste is generated in the institution on a daily

basis, the electronic waste in the college includes discarded electrical or electronic devices such as used electronic parts, wires, computer peripherals etc. These materials are segregated as reuse, resale recycling, or disposal. The repairable and reusable items are used and the unusable items are sold to an authorized vendor for disposing of as per state pollution controlboard policy.

For Hazardous chemicals, the liquid chemical waste coming out of the laboratories is neutralized and disposed of safely.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

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

D. Any 1 of the above

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

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

D. Any 1 of the above

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

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

The college organizes and conducts several activities to build and promote an environment for ethical, cultural, and spiritual values among the students and staff.

To develop the emotional and religious feelings among the students and the faculty, commemorative days are celebrated on the campus with the initiative and support of the management for not only recreation and amusement but also to generate the feeling of oneness and social harmony. The students and staff jointly celebrate the cultural and regional festivals, like New-year's day, Lohri, Fresher Party, teacher's day, orientation and farewell program, festivals etc. Competitions like Mehendi and Rangoli making are organized to mark the festivals.

Motivational lectures of eminent persons of the field are arranged for all-round development of the students for their personality development and to make them responsible citizens following the national values of social and communal harmony and national integration.

Besides academic and cultural activities, through NSS and NCC activities, students are made aware of social work and they imbibe the values of togetherness, social amity, and teamwork. In this way the institute's efforts/initiatives in providing an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic, and other diversities.

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

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

The institution sensitizes the students and the employees to the constitutional obligations about values, rights, duties and responsibilities and constantly works upon to nurture them as better citizens of the country through various curricular and extra-curricular activities.

- Ch. Bansi lal university has introduced a compulsory paper on the Constitution of India in Political Science at Degree level to create awareness and sensitizing the students and employees to constitution obligation as a part of strengthening the democratic values. Also, a course on Environment studies is compulsory for graduation which gives them insight into environment acts, wildlife protection act, forest act, global environmental concerns etc. Similarly Commerce students study many acts related to business and profession in their curriculum.
- The institute celebrates the national festivals, constitution day, and voter's day to mark the significance of these days.
- The institution takes many initiatives like conducting awareness campaigns, organizing orientation programmes, training programmes, seminars and workshops to sensitize the future leaders to inherit human values coping with the constitutional obligations.
- Code of conduct is prepared for students and staff and everyone should obey the conduct rules.
- The institution encourages participation of students in Sports and Games, NCC and NSS to strengthen nationwide bond and relation.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.bljcollege.com/nss/
Any other relevant information	https://www.bljcollege.com/wp-content/uploads/2022/03/NCC.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff C. Any 2 of the above

4. Annual awareness programmes on Code of Conduct are organized

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

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

The college believes in celebrating events and festivals in college. It is an integral part of learning and building a strong cultural belief in a student. The institute makes tremendous efforts in celebrating the national and international days, events and festivals throughout the year, which was limited due to pandemic this year.

In the academic year 2021-22, we celebrated the following days -

Independence day, Republic Day, National Yoga Day, National Voter's

Day, Environment Day, Constitution day, National Unity Day, Earth day, No Tobacco Day, World AIDS Day, Ajadi ka Amrit Mahotsav.

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

7.2 - Best Practices

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

1. Personality Development Workshops

Goal: To bring out the potential of students so that they may conduct themselves confidently not only in matters of academics but in co-curricular activities also.

The Context: To train and groom them to generate confidence and effective communication into them so that they become properly equipped to compete with their urban peers.

The Practice: These workshops have been regularly conducted since 1998 in the months of August and September usually.

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 their performance in the cultural events like the Zonal, Inter- Zonal and National Youth Festivals.

2. Unique Book-Keeping system with monthly internal audit.

Goal: To keep a proper check on the income and the expenditure the college.

Context: To monitor and scan all transactions in an effective and transparent manner.

The Practice: Regular entries of bill in departmental and central

stock register(Committee for purchases of more than 500)- Scrutiny by college bursar- internal audit at management office (Delhi)

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.

File Description	Documents
Best practices in the Institutional website	https://www.bljcollege.com/best-practice-1/
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

BLJS College Tosham was established by the BLJS Educational Trust in 1995 with the Vision to impart Quality Higher Education to the students of this rural backward 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. As far as our Mission and Vision is concerned, college always tries to implement the distinctiveness in the work. Apart from graduation in Arts, Commerce and Science, we have PG programs in 06 courses, where more than 1300 students of the region are enrolled. Many of our students have brought laurels to the institution by securing university merits in consecutive years in academics and many have proved their ability in cultural activities on State and National level . Apart from the routine teaching and learning processes, the college is a hub of a large number of student- centric activities like NCC, NSS, YRC etc. Various cells and subject societies, open a large vista of opportunities for students to widen their potentials to equip them with a set of values that they as individuals and professionals will need throughout their life

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

As the college is affiliated to ChBansi Lal University, Bhiwani , it adheres the curriculum palnning and delivery in accordance with the parent university.Academic calendar of the university is followed and the time-table is prepared as per the workload submitted by the heads of different departments and according to the norms of the university/DGHE Haryana

To ensure effective delivery of the syllabus, lesson plans are prepared and submitted to the Principal well in time. This process is followed by all departments of the college for all the courses and it is rivewed by the principal himself.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.bljcollege.com/wp-content/uploads/2022/12/calendar.pdf

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

The Parent university publishes its academic calendar at the start of the session, the college plans its academic and activity calendar accordingly..All the components of CIE namely assignments, seminars, test papers and projects are conducted on time as scheduled in academic calendar. The teachers prepare their lesson plans well in advance before the commencement of the semester keeping in mind the schedule of tests and assignments. Group discussions and presentations are also organized on a regular basis to evaluate their understanding of the subject.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.bljcollege.com/wp-content/uploads/2022/12/calendar.pdf

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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

10

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

0

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

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

0

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

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

Being as an affiliated College, the College follow the curriculum designed by the University. The University integrates cross cutting issues relevant to Gender , Environment and Sustainability human values and Professional Ethics into the curriculum,detail attached.

Besides this, the Institution organizes various co-curricular activities to address these issues like -The Women Cell, NSS, NCC, YRC & Legal Literacy Cell of the Institution organize Extension Lectures, Poetry Recitation, Slogan Writing, Declamation contests on issues related to Women such as Sex Ratio, Menstrual hygiene, Domestic Violence, Dowry, Education of Girl Child, Child marriage etc. Reservation policies, Constitutional provisions especially for women, are educated about in the subject of Political Science.

Teachers impart the value of truth, honesty, loyalty, peace during curriculum delivery and mentoring sessions. The institution organizes various activities like Blood Donation Camps and Community services by N.S.S. and N.C.C. units.

Environment club in collaboration with various cells of the College like N.S.S., N.C.C. ,Y.R.C and Geography department executes various activities such as tree plantation and cleanliness drives. Environment Day is observed every year to disseminate awareness to keep surroundings clean and green. NSS promotes Environmental awareness through the Tree Plantation, Village Cleanliness, Water Conservation and Plastic Free Campus etc

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

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

02

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

42	
File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://www.bljcollege.com/wp-content/uploads/2022/04/feedback-analysis_20220402_0001.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.bljcollege.com/wp-content/uploads/2022/04/feedback-analysis_20220402_0001.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
1351	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
318	
File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
<p>The college admits students from various socio-economic backgrounds. The college conducts every possible measure to assess the learning levels of its students. At the beginning of each course, teachers assess the learning levels of the students in the class, their knowledge about the course and accordingly special programmes for advanced learners and slow learners are planned. Remedial and extra classes are conducted for advanced and slow learners. After the completion of syllabus, subject classes are also repeated for slow learners and late admissions. In the CBCS system, students are required to select course subjects based on their core competence, aptitude and skills. The teachers from all departments counsel the students regarding the scope of different courses being offered as well as provide guidance in relation to the student's aptitude and competence. Opportunity is also given to the students of first year for changing their options if they are not able to cope with the courses they selected. Teachers remain available in college to</p>	

clear the doubts and counsel the students even on a one to one basis. Advanced learners are encouraged to become class mentors.

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

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

Number of Students	Number of Teachers
1351	31

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The college always encourages student-centric learning through various methods such as group discussions, quiz competitions, presentations and project works. Regular participative activities viz., group discussions, projects, field visits, seminars, extension lectures are organized in the college and the students actively participate in these activities within and outside the college. Students are given individual projects and class assignments for focusing on self study and to encourage independent learning. Beyond the classroom, college gives high importance to all-round development of students through extracurricular, cocurricular and field based activities. The objective of student centred activities outside the classroom is to engage students as much as possible in learning procedures that require more than reading or viewing the material. Students are taken for study tours to the sites of interest in order to get familiar with the field/natural conditions. These activities play an integral role in allowing a switch over from absorption of information while learning during academic sessions and creating a safe space to relax, interact, collaborate, think out of the box, nurture their talents. To increase the concentration in various activities, the college has framed many committees and subject societies. Besides these, different student support

systems are available in the college like Library, Computer Lab, Reading Room. Students are trained for Basic Life skills such as First Aid, Self Defense, Swach Bharat Summer Internships, and Personal Hygiene and Sanitation under various programmes and schemes of NSS, NCC, Youth Red Cross, Women cell, Red ribbon club, Environment Club etc.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

Prevailing pandemic impact the academic year 2021-2022 was also affected for physical class teaching and therefore it was required to deliver lectures mainly on online platform. The use of laptops and internet became a common practice not only for the teachers but also for the students. As an initiative for disseminating the knowledge, the college started its YouTube channel in 2020-21 for uploading video lectures of all the subjects, so that students can check those as per their convenience, new content was added in this session. Besides this various online platforms such as YouTube, E-mails, WhatsApp group, Google meet, Zoom and Google classrooms were used by all the faculty members to teach, communicate, provide material and syllabus, make announcements, conduct tests, upload assignments, make presentations, address queries, mentor and share information.

ICT is also used to complement class room teaching as per requirement like use of projectors and videos, Besides this the college library has subscription of N-list, where students and staff can access a number of books and journals online anywhere with their institutional id.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)**2.3.3.1 - Number of mentors**

30

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year**

31

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

13

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

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

2.4.3.1 - Total experience of full-time teachers

359

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The college has transparent and robust evaluation process in terms of frequency and variety. The college prepares an Academic Calendar in line with university calendar prior to the commencement of the academic year. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. Continuous evaluation is made through Group Discussion, Unit Tests, Assignments Submission, Field Visit / Field Work and Seminars presentations. Unit tests are conducted regularly as per the schedule given in the academic calendar. For internal assessment equal importance is given to regular attendance, unit tests and assignment submissions. The test results are discussed with students so that they can improvise themselves. Based on the performance Students are individually suggested to overcome their barriers.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The college has a well-organized mechanism for the Redressal of grievances. The student can approach the Teachers, College Examination Committee, College Registrar and Principal to redress the examination-related grievance as per the requirement and jurisdiction of the grievance. As the affiliating university conducts the main examinations, internal marks are submitted on the university portal , as and when notified by the university. Students can bring their grievances after the declaration of the university results. The entire mechanism to deal with examination-related grievances is time bound as per University rules and regulations.

The student can file a complaint to the principal regarding the matter, and if any discrepancies are found in enquiry, college forwards the application to the university for further action with required documents within two days of complaint.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The college has clearly stated learning outcomes of the Programs and Courses. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students

- The PSO and SO are well defined and are displayed on the college website as well , which are updated time by time according to modifications of the syllabus of the curriculam.
- Hard Copy of syllabi and Learning Outcomes are available in

the departments for ready reference to the teachers and students.

- The importance of the learning outcomes has been communicated to the teachers in every IQAC meeting and College Committee meeting.
- The students are also made aware of the same through Tutorial meetings.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.bljcollege.com/wp-content/uploads/2021/12/program-outcome-new.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution and the same are communicated to the students in the formal way of the discussion in the classroom and departmental notice board. We took utmost care of measuring the level of attainment of POs, PSOs and COs and followed formal as well as informal mechanism for the measurement of attainment of the outcomes. Even we took feedback from all the stakeholders in this respect and try to take necessary steps accordingly. Subsequently, the College took care of the attainment to measure the POs, PSOs and COs and implemented the mechanism as follows:-

- The institute follows the Academic Calendar of our affiliated university.
- All the subject teachers prepare Semester-Wise evaluation Reports.
- Internal examination committee analyzes evaluation reports of results.
- Institute considers Feedback from the Stakeholders for the attainment of PO, PSO and CO.
- Placement committee took the review of the Students' Progression to Higher Studies and their Placement.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

398

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://www.bljcollege.com/wp-content/uploads/2023/01/SSS-21-22.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

01

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

0

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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institute has created an ecosystem for Research and Innovation by recruiting & developing desirable human resource,

taking initiative for creation & dissemination of knowledge and establishing state of the art infrastructure.

1) At the entry level, the institute recruits young faculty through an elaborate selection process that involves careful scrutiny of applications, testing of knowledge and teaching skills. The annual performance appraisal system encourages faculty to enhance their teaching, research and administrative skills, as well as social services to the desired level of promotion. Faculty members are encouraged to undergo professional development programmes and organize and participate in Conferences, Seminars and Workshops. Furthermore, some of our faculty members represent the college in UG and PG board of studies in the affiliating university, who suggest their innovative ideas there.

2) The College takes initiative to motivate the faculty members to write research projects and submit it to various supporting agencies like UGC, ICSSR etc. Faculty members are motivated to indulge in research activities.

3) The institute invites renowned academicians and experts from various fields for extension lecture to disseminate their knowledge with the students and the faculty members time by time. Besides this, we have a tradition of organizing seminars/conferences and Webinars in routine which provides all the opportunity to interact with scholars and update their knowledge.

4) To facilitate interaction with industry and for professional growth of the students the college has signed a MoU with ICSRCSSRI, Karnal and a contract with BITS Pilani under SATHI Scheme recently.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

05

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

01

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year. The institute promotes regular engagement of faculty, students and staff with neighborhood community for their holistic development and sustained community development through various activities. Every Year, programs are organized under which students and staff participate voluntarily in community-based activities with the neighborhood. Various awareness programs, workshops and rallies with themes like cleanliness, green environment & tree plantation, gender sensitization, Beti Bacho Beti Padhao, traffic rule awareness and empowerment of girls and women are organized.

The college runs effectively National Service Scheme and National Cadet Corps Units. Through these units, the college undertakes various extension activities in the neighbourhood community. Various activities aim at developing qualities of leadership, patriotism, maintaining discipline, character building, spirit of adventure and the ideal of self service. All these mentioned activities have positive impact on the students and it developed student community relationship, leadership skill and self confidence of students. It also helped in cultivating hidden personality of students and created awareness among students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

4

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

09

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

860

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

03

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

01

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Our institution has adequate infrastructure and physical facilities for teaching-learning. The college building is very unique with a beautiful architectural work, well designed and one of its kind in the state of Haryana. The total area in which the college is situated is 12 acres. With all modern facilities the college campus is housed in 27000 sq. feet on ground level and 23000 sq. feet on first storey. In this two storey building, 24 Classrooms of different sizes have been constructed. The classrooms are properly lit and ventilated. A separate new Science Block in 12000 sq. Feet is ready with modern and well equipped laboratories. A separate computer block with 59 computers with internet facility is also in operation consisting of 3 computerlabs. The college has a spacious psychology lab and a geography lab. A spacious staff room, girls' common room and conference room are also an important part of the college campus.

The college has a separate two storey library building spanning over 10000 sq. feet is fully computerized with internet services. In this fast changing scenario the college library is well stocked with more than 22000 Text and Reference books, journals, periodicals and newspapers. The Library is fully automated, having N-List facility, OPAC, Wi-Fi and a separate computer lab also. One Conference Hall equipped with ICT Facilities and Multi Media Projectors having a capacity of 120 is also available in the library building.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.bljcollege.com/class-room/

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

The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium etc. We have a cultural cell 'Asmita' for promoting the cultural activities and events. The motto of this cell is to introduce the students to

their cultural heritage and motivate them to participate in different cultural events. Students are specially trained for participation in Zonal and Inter-Zonal National Youth Festivals. For cultural programmes the college has three open air theatre stages.

For sports activities, various playgrounds operate on a three-acre tract of land. Basketball court, Volleyball court, Badminton court, Athletic track, T.T. room, Cricket ground are also operative. Physical Education department has all the facilities for different sports like sport kits, different material, which are issued to the students for their respective games/sports. The college also has a gymnasium equipped with a large no. of fitness gadgets. Staff and students of the college can take benefit of these gadgets.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.bljcollege.com/sports-complex-and-gym/

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

02

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

7.76

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The college has separate two storey Central library block spanning over 4400 sq. feet is fully computerized with internet services. In this fast changing scenario the college library is well stocked with latest books, journals, periodicals and newspapers. The library is automated and has two spacious reading hall. The reading area can accommodate 100 users at any point of time. The library is automated with integrated library management software SOUL 2.0 (Software for University Libraries) of INFLIBNET. The various housekeeping activities of the library such as data entry, issue and return and renewal of books, member logins etc are done through the software. The Books are classified according to Dewey decimal classification. OPAC (Online public access catalogue) service is also provided where the users can search the collection of books by title, author, publisher etc. The books are barcoded . Apart from the printed books, the library is having access to eresources of N-list which is a part of the e-shodhsindhu consortium of INFLIBNET, where the users are given awareness and made to access browse and download ebooks, e-journals, databases etc. Library user can access these services in the library on computer installed there for the purpose and also at their place with user id given to them by the institution library. The new books are displayed for two weeks on the display stand. User orientation is provided at the beginning of the year regarding the various facilities services and resources available in the library.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://www.bljcollege.com/library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	C. Any 2 of the above
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File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

. 32

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

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

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

210

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

4.3 - IT Infrastructure

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

There are different digital technological facilities available in the college. There are 02-digitally equipped conference hall available in the college, which are used for presentations, seminars, extension lectures and conferences etc. There are 04 well-equipped computer labs functioning in the college. The college building is facilitated with Wi-Fi connectivity. which is accessible to all students and the staff members of the college. Some of the departments of the college are provided with computer and other related accessories.

The college library, Administrative block, IQAC and computer labs has BSNL LAN connectivity. Most of the official work is done with the help of ICT. The college regularly maintains the IT facilities. Computes are formatted on regular basis. Softwares are updated timely for smooth functioning of the system. The College Website is updated regularly.

The college has been making consistent efforts to improve IT infrastructure -and facilities as per the requirement.The college campus is well equipped with CCTV cameras which are being used for monitoring, surveillance and for security purposes.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

75

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

15.04

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

There is a well established system in the college for the optimum use of available infrastructure and its regular maintenance. There is a set procedure to purchase any item or get the work done for the college and it involves the assessment of the need, the calculation of estimate cost, the approval of administrative sanction, the formation of committee of get quotations from open market, the comparing of rates of the quotation, the approval of financial sanction, the placement of order to the lowest bidder and the final payment after the completion of the process.

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

All the students and staff of the college can avail these facilities as per rules and regulations of the institute.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.bljcollege.com/maintenance-and-utilization-of-facilities/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

357

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	B. 3 of the above
File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

03

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

28

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

04

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

08

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

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

Our institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities. The institute encourages and provides opportunities to the student to participate and organize various activities and events. We have NCC and NSS units that support to develop many qualities like leadership, cooperation, loyalty, sincerity, dedication etc among students and teach them to be better people and citizens. Their suggestion with respect to curriculum design and other college activities is taken time to time and efforts are made for their implementation. Different cells and subject societies organize various productive and innovative activities time by time to involve students. Students actively take part in extra curricular activities and organize some activities on their own as well. The above activities enhance their communication skills, management skills, leadership skills, team-work, time-management, resource management skills and builds confidence in each student. Students are given exposure to involve in administrative activities by including them as members of the committees. They actively participate in committee meetings. This year we have student representation in IQAC and Women Cell.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the

Institution participated during the year (organized by the institution/other institutions)**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

04

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

5.4 - Alumni Engagement

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

The institute does not have a registered Alumni Association but we have alumni association that meets regularly. As a policy of the Governing body I(educational trust), the institute does not accept any financial support from outside. Our alumni give valuable suggestions and help their juniors as per their specialization.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision of the college is 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. And the college has 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. We guarantee equal education opportunities without regard to marital status, color, race, religion, national origin or disability.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

The governance of our College is reflective of an effective leadership. Our College practices decentralization and participative management. The college is governed by a well-defined policy with the help of clear-cut guidelines from the Governing Body as also the directives from the affiliating University and the Department of Higher Education, Haryana and UGC. 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 the Principal follows a democratic and participative style of leadership, soliciting the total participation and active involvement of both teaching and non-teaching staff. There are different Cells and Committees through which all the administrative and policy regarding students and college are taken. Decentralisation is the philosophy of the management of the college.

Whereas in teaching department Head of the department is authorised to take decisions, large number of committees at college level 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.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

From its inception in 1995 , the college has been a premium institute for imparting quality education with its well qualified and experienced teaching staff. New programs have been added later for the students for providing them more academic options. Besides this they are motivated to participate in co-curricular and extra curricular activities, sports, NCC, NSS etc. For bridging the gap between industry and academia, experts from various fields are invited in the college. The institute is doing collaborations with other institutes/industries for opening new vistas for its students.

For making teaching-learning friendly environment, the strategies include the creation of ICT based infrastructure in teaching-learning and administration as well as upgradation of laboratories, computer facilities and computerization. Besides, the Institution has regular practice of organizing seminars and

workshops etc to promote the research culture in the campus, teachers are also motivated to groom their personality by attending workshops, seminar and conferences .The students are also taken for field visit and tours as per requirement time by time. Boys and girls both get equal opportunity in all the programs conducted by the college or any cell. Thus it can be said that institutional strategic plan is effectively deployed.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://www.bljcollege.com/college-profile/
Upload any additional information	No File Uploaded

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

Administrative Setup

The college is run by Banwari Lal Jindal Suiwala Educational Trust, Delhi. The key components of organizational structure of the college are Governing Body (BLJS Educational Trust, President and managing council), College Principal and Staff Representatives from Teaching and Non-teaching staff. The college is affiliated to CBLU, Bhiwani and governed by rules and regulations of its affiliating university, DGHE Haryana, UGC and NAAC. The decision making procedures are made at appropriate levels in the organizational hierarchy.

The college works under the aegis of DGHE Haryana. Honorable principal is the incharge of administrative/academic and curriculum activities at college. He is vested with day to day running of college with his team of departmental heads, Various committees and the Head clerk to assist his in the discharge of this work.

Appointment and Service rules

The institution strictly follows the service rules according to the Director General Higher Education (DGHE), Haryana norms. Recruitment process is carried out according to the norms of the affiliating university, a body comprising of university

representative, management representative, Principal, external subject experts decides the worthiness of the candidates by his/her performance in the interview according to the parameters specified. The teaching and non-teaching staff have the benefits of PF, Gratuity and other benefits as applicable.

File Description	Documents
Paste link for additional information	https://www.highereduhry.ac.in/ActsRules/CollegeCadreGroupB_1986.pdf
Link to Organogram of the institution webpage	https://www.bljcollege.com/wp-content/uploads/2022/03/organizational-structure.pdf
Upload any additional information	No File Uploaded

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

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

1. Welfare Schemes for Teaching Staff-Leaves, pension, gratuity, loan etc as per Haryana Govt. Rules, Opportunities for career development

2. Welfare Schemes for Non-Teaching Staff-Leaves, pension, gratuity, loan etc as per Haryana Govt. Rules, opportunities for career development

3. Seperate rooms/offices to the teaching staff.

4. Canteen, recreational, free internet/wi-fi facility to all staff members

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

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

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

0

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

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

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

0

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

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

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

01

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

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

The institution monitors performance appraisal system through submitting of ACR (Annual Confidential Report) of the teaching staff. The ACR reflects the details of Academic contribution of the teacher(classes meet, pass percentage), Professional

achievements in the year like details of refresher / orientation course/ workshops, seminars or conferences etc that the teacher attended during a particular period, research paper presented or published and Personal achievement like any award, reward, recognition or appraisal from any organization/institution, Besides this, the involvement in the welfare of students and community work is given due weightage for monitoring performance. The principal then grades the teachers on the overall report and recommends higher authorities for further necessary action. The ACR's are sought at every step of up-gradation / next promotion.

For Performance Appraisal of non teaching faculty their ACR is filled by the head of their office or Incharge of the department, which assess their sincerity to work, loyalty to the institution and dedication to their work, Their ACR is also finally graded by the principal.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The Institution has established a mechanism for conducting internal and external audits on the financial transactions every year to ensure financial compliance. Internal audit is conducted monthly. All the bills submitted along with the wares purchased are entered in the central stock register. The bills then are sent to the accounts clerk who after scrutiny records these bills in various cash books, journals and ledgers. Thereafter the college bursar makes a thorough scrutiny before he recommends the bills for final payments. All the recurring and capital expenditures are recorded regularly in account books and computer. All these account details are compiled on a monthly basis and then sent to the headquarters 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.

An external audit is conducted once in every year by the

chartered accountant as per the government rules. Any queries, in the process of audit would be attended immediately along with the supporting documents within the prescribed time limits. The institution has not come across with any major audit objection during the preceding years

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

0

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

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

Institute maintains & follows a well-planned process for the mobilization of funds and resource through various committees, Department Heads and Accounts office. Institute has designed some specific rules for fund usage and resource utilization.

Mobilization of funds: BLJS College is a privately managed but Grant in aid institution and fund in-flow is from various sources e.g. Government, UGC, College Resources, and College Management. The student Tuition fee is one of the major source of income for the institute. The management provides need-based loans to the college. Various government and non-government agencies sponsor events like seminars and workshops. However, the funds out-flow involve many expenditures heads like Main Fund/Management Fund, Amalgamated Fund, Student Fund, Development Fund, Self Financing

Fund, R.K. Fund, UGC Fund, etc.

Utilization of resources: The grant from government is used for the salary of the regular faculty. College runs 6 PG course and BA (Physical Education), BCA, B Sc (Non medical/computers) under the self finance scheme. All expenditures of these are met with the fees of the courses. The college has various facilities like a rich library with INFLIBNET, well equipped gymnasium, computer labs, sport ground, seminar halls with ICT facility, which can be used by all students and staff members.

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

6.5 - Internal Quality Assurance System

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

The institution attempts to chisel out the total quality person through a persistent focus on imparting quality education. Its Internal Quality Assurance Cell (IQAC) carries out activities that encompass all aspects of the Institute's functioning. From the date of its formation it has been performing the following tasks on a regular basis:

- Improvement in quality of teaching-learning process by regular inputs to all concerned based on feedback from students.
- Coordinates with all stakeholders for their opinions and advice for quality improvement.
- Planning and Documentation of the various programs /activities leading to quality improvement.
- Providing inputs for best practices in administration for efficient resource utilization and better services to students and staff.
- Planning and Supporting effective implementation for Total Quality management, Curriculam development, Teaching-Learning and evaluation, Research and Extension activities for all stakeholders.

All the quality assurance measure across academic planning and administrative area are governed, implemented and supervised by the

IQAC.

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

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

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through internal assessment committee. The committee monitors student's internal assessment and attendance periodically.

- Mentorship classes are given to students to enhance their personality, decision making ability and counseling on second and fourth Saturday every month.
- Student pass percentage is compared to university pass percentage, and if college pass percentage is lower, reasons are reviewed for improvisation.
- The students belong to different socioeconomic and cultural environment hence they differ in linguistic and academic ability. Remedial classes are taken by respective teacher to bridge the gap between high performer and weaker students.
- Laboratories and practical classes are arranged up for students of science stream and Practical subjects of art stream to achieve institutional goal.

The institute plans and reviews academic practices in starting and during the academic sessions. The POs, PSOs, and COs attainment is measured every session through class tests, presentations, quiz etc.. For low attained courses, proper action is planned and efforts are made to improve the attainments, if required beyond curriculum content and activities are planned and implemented.

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

<p>6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)</p>	<p>B. Any 3 of the above</p>
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File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institute shows gender sensitivity through various initiatives and actions for creating safe, Secure and healthy atmosphere in the campus. Sensitization of the students is done through special lectures and functions. Beside this the women cell of the college takes utmost care of rights of girl students in each aspect. the cell arranges various activities like awareness talks. lectures, competitions for sensitizing the students time by time.

To ensure Safety and security,E- Surveillance with high

resolution cameras are installed in the campus, entry of unwanted element is monitored through these cameras. This system ensures that all Female staff, students can move freely in the campus and feel assure that they are secure at all the time in the campus . Besides this proctorial groups consisting teaching staff take round to ensure security in and around campus.

For counseling purpose the institute has a counseling cell, where any student can visit to discuss his/her problem.Except this all Senior officials are available both for boys and girls for solving their problem any time without any appointment.

There is a separate common room for the girls, which is well furnished , ventilated and has proper light. It also has attached washroom and dressing room.

File Description	Documents
Annual gender sensitization action plan	https://www.bljcollege.com/wp-content/uploads/2022/04/gender_20220402_0001.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

The primary focus is to reduce, reuse and recycle the waste.For

the management of solid waste, Dustbins are provided at the corners of each corridors to collect solid waste. this is further disposed of by the Gram Panchayat of Tosham. Biodegradable waste is disposed to a place where it can be converted into manure.

Proper sewage system is present in all the washrooms of the college, appropriate care is taken to see that there is no water stagnation to discourage mosquito breeding. The rain water from the terrace is directed towards the ground through pipes where rain water harvesting pits are located.

Though not much e-waste is generated in the institution on a daily basis, the electronic waste in the college includes discarded electrical or electronic devices such as used electronic parts, wires, computer peripherals etc. These materials are segregated as reuse, resale recycling, or disposal. The repairable and reusable items are used and the unusable items are sold to an authorized vendor for disposing of as per state pollution control board policy.

For Hazardous chemicals, the liquid chemical waste coming out of the laboratories is neutralized and disposed of safely.

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

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

<p>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</p> <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	<p>A. Any 4 or All of the above</p>										
<table border="1"> <thead> <tr> <th data-bbox="92 566 547 629">File Description</th> <th data-bbox="547 566 1445 629">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="92 629 547 734">Geo tagged photos / videos of the facilities</td> <td data-bbox="547 629 1445 734" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="92 734 547 875">Various policy documents / decisions circulated for implementation</td> <td data-bbox="547 734 1445 875" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="92 875 547 943">Any other relevant documents</td> <td data-bbox="547 875 1445 943" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	Geo tagged photos / videos of the facilities	View File	Various policy documents / decisions circulated for implementation	No File Uploaded	Any other relevant documents	No File Uploaded			
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Geo tagged photos / videos of the facilities	View File										
Various policy documents / decisions circulated for implementation	No File Uploaded										
Any other relevant documents	No File Uploaded										
<p>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</p>											
<p>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following</p> <ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities 	<p>D. Any 1 of the above</p>										
<table border="1"> <thead> <tr> <th data-bbox="92 1312 547 1375">File Description</th> <th data-bbox="547 1312 1445 1375">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="92 1375 547 1516">Reports on environment and energy audits submitted by the auditing agency</td> <td data-bbox="547 1375 1445 1516" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="92 1516 547 1621">Certification by the auditing agency</td> <td data-bbox="547 1516 1445 1621" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="92 1621 547 1727">Certificates of the awards received</td> <td data-bbox="547 1621 1445 1727" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="92 1727 547 1794">Any other relevant information</td> <td data-bbox="547 1727 1445 1794" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	Reports on environment and energy audits submitted by the auditing agency	No File Uploaded	Certification by the auditing agency	No File Uploaded	Certificates of the awards received	No File Uploaded	Any other relevant information	No File Uploaded	
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Reports on environment and energy audits submitted by the auditing agency	No File Uploaded										
Certification by the auditing agency	No File Uploaded										
Certificates of the awards received	No File Uploaded										
Any other relevant information	No File Uploaded										
<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology</p>	<p>D. Any 1 of the above</p>										

and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information :
Human assistance, reader, scribe, soft copies of reading material, screen reading

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

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

The college organizes and conducts several activities to build and promote an environment for ethical, cultural, and spiritual values among the students and staff.

To develop the emotional and religious feelings among the students and the faculty, commemorative days are celebrated on the campus with the initiative and support of the management for not only recreation and amusement but also to generate the feeling of oneness and social harmony. The students and staff jointly celebrate the cultural and regional festivals, like New-year's day, Lohri, Fresher Party, teacher's day, orientation and farewell program, festivals etc. Competitions like Mehendi and Rangoli making are organized to mark the festivals.

Motivational lectures of eminent persons of the field are arranged for all-round development of the students for their personality development and to make them responsible citizens following the national values of social and communal harmony and national integration.

Besides academic and cultural activities, through NSS and NCC activities, students are made aware of social work and they imbibe the values of togetherness, social amity, and teamwork. In

this way the institute's efforts/initiatives in providing an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic, and other diversities.

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

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

The institution sensitizes the students and the employees to the constitutional obligations about values, rights, duties and responsibilities and constantly works upon to nurture them as better citizens of the country through various curricular and extra-curricular activities.

- Ch. Bansi lal university has introduced a compulsory paper on the Constitution of India in Political Science at Degree level to create awareness and sensitizing the students and employees to constitution obligation as a part of strengthening the democratic values. Also, a course on Environment studies is compulsory for graduation which gives them insight into environment acts, wildlife protection act, forest act, global environmental concerns etc. Similarly Commerce students study many acts related to business and profession in their curriculum.
- The institute celebrates the national festivals, constitution day, and voter's day to mark the significance of these days.
- The institution takes many initiatives like conducting awareness campaigns, organizing orientation programmes, training programmes, seminars and workshops to sensitize the future leaders to inherit human values coping with the constitutional obligations.
- Code of conduct is prepared for students and staff and everyone should obey the conduct rules.
- The institution encourages participation of students in Sports and Games, NCC and NSS to strengthen nationwide bond and relation.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.bljcollege.com/nss/
Any other relevant information	https://www.bljcollege.com/wp-content/uploads/2022/03/NCC.pdf

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

C. Any 2 of the above

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

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

The college believes in celebrating events and festivals in college. It is an integral part of learning and building a strong cultural belief in a student. The institute makes tremendous efforts in celebrating the national and international days, events and festivals throughout the year, which was limited due to pandemic this year.

In the academic year 2021-22, we celebrated the following days -

Independence day, Republic Day, National Yoga Day, National Voter's Day, Environment Day, Constitution day, National Unity Day, Earth day, No Tobacco Day, World AIDS Day, Ajadi ka Amrit Mahotsav.

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

7.2 - Best Practices

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

1. Personality Development Workshops

Goal: To bring out the potential of students so that they may conduct themselves confidently not only in matters of academics but in co-curricular activities also.

The Context: To train and groom them to generate confidence and effective communication into them so that they become properly equipped to compete with their urban peers.

The Practice: These workshops have been regularly conducted since 1998 in the months of August and September usually.

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 their performance in the cultural events like the Zonal, Inter- Zonal and National Youth Festivals.

2. Unique Book-Keeping system with monthly internal audit.

Goal: To keep a proper check on the income and the expenditure the college.

Context:To monitor and scan all transactions in an effective and transparent manner.

The Practice:Regular entries of bill in departmental and central stock register(Committee for purchases of more than 500)- Scrutiny by college bursar- internal audit at management office (Delhi)

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.

File Description	Documents
Best practices in the Institutional website	https://www.bljcollege.com/best-practice-1/
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

BLJS College Tosham was established by the BLJS Educational Trust in 1995 with the Vision to impart Quality Higher Education to the students of this rural backward 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. As far as our Mission and Vision is concerned, college always tries to implement the distinctiveness in the work. Apart from graduation in Arts, Commerce and Science, we have PG programs in 06 courses, where more than 1300 students of the region are enrolled. Many of our students have brought laurels to the institution by securing university merits in consecutive years in academics and many have proved their ability in cultural activities on State and National level . Apart from the routine teaching and learning processes, the college is a hub of a large number of student- centric activities like NCC, NSS, YRC etc.Various cells and subject societies, open a large vista of opportunities for students to widen their potentials to equip them with a set of values that they as individuals and professionals will need throughout their life

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

7.3.2 - Plan of action for the next academic year

- To initiate the process of NAAC accreditation.
- Augmentation of Infrastructure.
- Appointment of teaching faculty against vacant sanctioned posts as well as proposal of new teaching posts to DGHE, Haryana
- To strengthen the security system of the college.
- More collaboration with institutes and industries for internship and training of students.
- Emphasis on more use of ICT in Teaching -learning process.
- To strengthen the mechanism of keeping records of the passout students more meticulously