YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	**Shaheed Udham Singh Government College, Matak-Majri, Indri**
• Name of the Head of the institution	**Dr. Mahender Singh Bagi**
• Designation	**Principal**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	**09416257437**
• Mobile No:	**9416257437**
• State/UT	**Haryana**
• Pin Code	**132041**
2.Institutional status	
• Affiliated / Constitution Colleges	**Affiliated College**
• Type of Institution	**Co-education**
• Location	**Rural**
• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**Kurukshetra University, Kurukshetra**
• Name of the IQAC Coordinator	**Dr. Deepa Sharma**
• Phone No.	**07494965077**
• Alternate phone No.	**7494965077**
• IQAC e-mail address	**bhargava.dp@gmail.com**
• Alternate e-mail address	**naacsusgcmm@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	**http://susgcmatakmajri.ac.in/images/72/MultipleFiles/File22602.pdf**
4.Whether Academic Calendar prepared during the year?	**Yes**

• if yes, whether it is uploaded in the Institutional website Web link:	http://susgcmatakmajri.ac.in/QuickLinks?ID=BFcJrpmMV3E=

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B	2.47	2024	20/12/2024	19/12/2029

6.Date of Establishment of IQAC	08/08/2012

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	Library grant	Government of Haryana	2023	250000
Institutional	Apprentice Students Scholarship	Government of Haryana	2023	200000
Institutional	Women Cell grant	Government of Haryana	2023	30000
Institutional	Placement Cell grant	Government of Haryana	2023	26000
Institutional	Earn While You Learn	Government of Haryana	2023	40000
Institutional	Sports Grant	Government of Haryana	2023	40000
Institutional	Science Grant	Government of Haryana	2023	18000
Institutional	Tour Grant	Government of Haryana	2023	27000
Institutional	Lab upgradation	Government of Haryana	2023	160000
Institutional	Energy Charges	Government of Haryana	2023	400000
Institutional	Cultural activities	Government of Haryana	2023	30000
Faculty	Medical reimbursement	Government of Haryana	2023	500308
Faculty	Travel Expenses	Government of Haryana	2023	40000

8.Whether composition of IQAC as per latest NAAC guidelines	Yes
• Upload latest notification of formation of IQAC	View File
9.No. of IQAC meetings held during the year	5
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes
• 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

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

1. Drafted the Institutional Development Plan, 2023-24 for the college and strived hard to implement it throughout the session. 2. Drafted and Submitted the pending AQAR's for the last five sessions i.e AQAR 2018-19, AQAR 2019-20, AQAR 2020-21, AQAR 2021-22 & AQAR 2022-23 of the college. All the AQAR's submitted stand duly approved now. 3. Drafted and submitted IIQA of the college to initiate NAAC reaccreditation process. 4. Collected and compiled the data for self- study report (SSR) of the college to be submitted within the prescribed time-limit and developed the rough draft for further revision. Also the API score-sheets submitted by the faculty members were verified and approved and the cases submitted by the faculty members for selection grade and professor grade as per UGC guidelines were recommended and forwarded to DHE, Haryana for n/a. 5. Successfully implemented the first phase of NEP 2020 as per the mandate of Kurukshetra University, Kurukshetra.

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
1. To chalk out a well documented plan for the development of the institution during the session.	Draft of IDP, 2023-24 and submission to higher authorities i.e. DHE, Haryana & HSHEC.
2. To make up for previous discrepancies and gaps so as to become eligible for NAAC reaccreditation.	Draft, submission & approval of AQAR 2018-19, AQAR 2019-20, AQAR 2020-21, AQAR 2021-22, AQAR 2022-23
3. To initiate NAAC reaccreditation process.	Draft, submission & approval of IIQA
4. To collect & compile data for SSR & meet the deadline after IIQA approval	Rough framework of SSR in shape
5. To implement NEP 2020 as per the mandate of KUK.	1st batch enrolled under NEP2020 and basic academic framework put in place for the transition.
6. To assess and evaluate the performance of the faculty members on Annual Performance Indicators Performance Indicators	API score-sheets of the faculty members for the session 2022-23 verified and approved
7. To recommend eligible faculty members for career advancement under CAS .	Cases of eligible faculty members forwarded for award of selection grade and professor grade under CAS.

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
IQAC	29/12/2024

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2024	23/02/2024

15.Multidisciplinary / interdisciplinary

As per the directions of DHE, Haryana and guidelines of Kurukshetra University, Kurukshetra, NEP 2020 is being is being implemented in the college in phased manner from the session 2023-24 as per the university ordinance below: https://www.kuk.ac.in/wp-content/uploads/2023/08/Notification-NEP-Ordinance.pdf Bachelor of Arts, Bachelor of Physical Sciences and Bachelor of Life Sciences are being offered as Multidisciplinary Courses as per the ordinance below: https://www.kuk.ac.in/wp-content/uploads/2023/08/Scheme-A-ORDINANCE-UGMultidisciplinary.pdf Bachelor of Commerce and Bachelor of Computer Applications are being offered as Interdisciplinary Courses as per the University Ordinance below: https://www.kuk.ac.in/wp-content/uploads/2023/08/Scheme-DORDINANCE-Inter-Disciplinary.pdf College has a dedicated NEP Implementation Committee for the smooth transition from Non-NEP format to NEP format.

16.Academic bank of credits (ABC):

The affiliating university has mandated it for the students to visit the ABC portal and register on it to create the ABC id . Also, the college authorities verified that no student is left out without an ABC id. The Examination forms of the university have an entry column for ABC id which the students has to fill compulsarily otherwise the forrm gets rejected at the university end.

17.Skill development:

Holistic development of the personality of the students is the prime objective of the Institution. Every student has to take a course in computer education and Linguistic skills. NEP courses structure involves Skill Enhancement Course, Value Added Course, Ability Enhancement Courses into the curriculum in a structured Manner. Throughout the year, various committees of the college like Women Cell, Placement Cell, NCC, NSS etc. conduct a number of skill based activities throughout the year. Talent Show and Basantotsav are regular cultural events of the college. Various subject societies also conduct departmental activities to enhance subject knowledge, inculcate subject specific skills and communication & presentation skills of the students.

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

One of the prime objectives of the college is to keep the students connected to the roots while soaring new heights in their pursuits. Sanskrit is offered as a Major subject in the college. Bachelor of Arts, Bachelor of Commerce, Master of Arts in History and Master of Commerce subjects are taught in Hindi Medium also. Most of the cultural activities involve events in hindi or regional languages and reflect the cultural diversity of India. The college being a rural college, great emphasis is laid on conserving the rural culture.

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

NEP 2020 is being implemented in the college in a phased manner since 2023-24 and Learning Outcome Based Curriculum Framework-Choice Based Credit System (LOCF-CBCS) as per Curriculum and Credit Framework for UG Programmes (CCFUGP) of University Grants Commission is an integral part of it.

20.Distance education/online education:

Till date, no courses are being offered in distance or online mode. Though as per NEP, students are allowed to earn some credits through online platforms instead of regular courses in the college, if they want to.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	76

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	1293

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	387

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	331

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	47

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	51

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	32
4.2 Total expenditure excluding salary during the year (INR in lakhs)	15
4.3 Total number of computers on campus for academic purposes	84

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

The effective curriculum delivery for various courses is regulated by guidelines issued by the DHE, Haryana & KUK from time to time. In this regard, we have several well-structured processes and committees. The committees at the college level prepare broad guidelines and frameworks to suit the requirements of different courses at the departmental level.IQAC in association with other committees & departments provides directions and regularly monitors the efficacy of the same throughout the session. The House Exam Committee regulates the planned and written aspects of the continuous evaluation of the students as per KUK rules. Each department holds meetings for lesson plans, class assignments, internal assessments, use of reference materials and AV teaching aids for teachers. External as well as internal examiners are appointed for comprehensive practical evaluations as per KUK guidelines. Students may provide feedback to Mentors on curricular and other academic issues, college infrastructure & administrative matters and may seek guidance on various academic matters and career options. The college Principal in consultation with IQAC, HODs & various committees analyzes the results and performance of the students and accordingly improvises the strategies, policies & procedures for effective implementation and continuous improvement of student performance in the exams.

File Description	Documents
Upload relevant supporting document	**View File**
Link for Additional information	**1. https://kuk.ac.in/syllabi/ 2.http://susgcmatakmajri.ac.in/Data? Menu=2+Rx+N0HANc=&SubMenu=MF/KK07WzPc=**

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

The college follows the academic calendar of KUK as a mandatory guideline.Other points incorporated in the academic calendar include plan of quality initiatives to be undertaken by IQAC and related academic, extracurricular and sports activities as per the directions of the Department of Higher Education, Haryana and Kurukshetra University, Kurukshetra. The college follows the instructions of conducting the Continuous Internal Evaluation as prescribed by KUK. Each teacher works out the details of how the CIE will be carried out for each paper taking care that learning objectives of each paper are achieved through different subjective assignments and tests. For theory papers, it is kept in mind that the assignments should not only test the knowledge base of the students but also foster creativity and out-of the box thinking.

File Description	Documents
Upload relevant supporting documents	**View File**
Link for Additional information	**https://www.kuk.ac.in/wp-content/uploads/2023/05/Schedule-of-Academic-Calendar-2023-24-1.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	B. Any 3 of the above

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	**No File Uploaded**

1.2 - Academic Flexibility

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

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

8

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**View File**
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	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	**No File Uploaded**

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

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs 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

All the programmes and courses being run in the college offer at least one course/unit that integrates issues relevant to professional ethics or gender or human values or environment and sustainability. These portions of the syllabi mostly consist of either an elective course or part of the compulsory courses. Some of the special courses that address these issues are MA English (One paper on Literature and gender), M.Com, BCA, etc. Almost all the regular PG and UG programmes integrate these issues: such as corporate Governance, ethics and social responsibility of Business (commerce), Bio-diversity (Botany), Environmental Chemistry (Chemistry),Ecology (Zoology), Historical condition of women (History and Literature), Cyberethics (Computer Science),etc. Other disciplines addressing these issues are Geography, Sanskrit, Psychology and literature in Hindi and English. Philosophy and Psychology are also offered as elective subjects and every undergraduate student hasto study Environmental Science as a compulsary subject for one year during graduation. NEP 2020 mandates the undergraduate students to study one Value Added Course (VAC) with this motive only. Human Ethics & Environmental Science are being offered as VAC.

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

1

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	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	**No File Uploaded**

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

135

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

1.4.2 - Feedback process of the Institution may be classified as follows	**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

795

File Description	Documents
Any additional information	**No File Uploaded**
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

437

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

Most of the students of this college belong to the rural area of Karnal district and come from diverse social backgrounds. The admission process in this college is fully online and controlled by the Department of Higher Education, Haryana, Panchkula. The admission process is completely unbiased and transparent. After the commencement of classes, each teacher adopts a process to identify slow and fast learners among the students. Advanced learners and slow learners are identified as per their responses in the classroom as well as marks obtained in the class tests, internal examinations, assignments & class seminars. Extra attention is paid to the weak students and potential merit candidates. The performance is evaluated by the teacher with subjective judgment or tests for slow learners and by group discussion with a particular topic of the syllabus as well as general topics for advanced learners. Students are encouraged to ask questions in the classes. Advanced students are given home assignments and projects and encouraged to study journals &advanced level textbooks for their advanced studies. Moreover, advanced learners are also motivated by the teacher to apply for different competitive examinations as well as job interviews.

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

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

Number of Students	Number of Teachers
1293	**47**

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

Experiential learning, participative learning & problem-solving methodologies are used for holistic personality development of the students. The College provides an effective platform for students to develop skills & knowledge to meet the challenges of life. The college organizes programs like 'Basantotsav', 'Talent Search' &'Science Exhibition' every year in which students get an opportunity to explore and nurture their talents. Every department organizes 4-6 Departmental level activities every year to provide them a platform and exposure for subject-specific enhancement which stimulate the creative ability of students and provide them a platform to create their problem-solving ability and ensure participative learning. Students arealso motivated to participate in Inter-college as well as National level competitions. Laboratory sessions are conducted by the Science departments as well as the Psychology and Geography departments of the college. College has its own language lab in which students get hands on training in linguistics. NCC & NSSwings, Women Cell & Placement Cell of the college engage the students in various experiential & participatory activities throughout the year. Moreover, tour and trips are also organized as per the directions of the DHE, Haryana.

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

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

Teachers are practising ICT enabled tools in an effective manner so as to enhance the cognitive skills of students. Through the use of internet and various social media platforms, they disseminate the knowledge among their students in their respective areas. Some teachers have made their you-tube channels. Most of the teachers use blended mode to make their teaching effective. Some of the teachers have attended Faculty Development Programmes related to e-content development and the use of e-resources. College website has links to e-resources through various online portals like e-Granthkosh, Swayamprabha, UGC MOOCs, Ashtavakra Kendra, SWAYAM, Nayi Disha. Teacher's also use whatsapp groups, video lectures, PPT presentations, Google meet, google classrooms, virtual labs, you-tube links and e-content from various other sources as part of effective teaching learning process. College has a well-equipped seminar hall with a projector and a screen. Most of the extension lectures are delivered in the form of PPTs. Some lectures are organized through Google Meet as well.

File Description	Documents
Upload any additional information	**View File**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**http://susgcmatakmajri.ac.in/EservicesStudents**

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

42

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

47

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	**View File**
Any additional information	**View File**
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

34

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

291

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.

There is a provision of transparent and robust internal assessment in the institute according to the pattern specified by the Kurukshetra University, Kurukshetra. Every student is supposed to appear in internal/ mid-term exams and has to submit internal assignments during each semester. In this way, the students are given option to review and improvise their performance in their respective subject in which their score is low. Many small quizzes and seminars are also held in the classes so as to assess their knowledge in particular subjects. Both offline and online modes of assessment are used as per the requirement of the subject and the discretion of the teacher.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional	**https://iums.kuk.ac.in/login.htm;jsessionid=68A2A6E4AEBB1B13539B131CF4D36EE3.jvm1**

information	

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

The internal and external marks are given strictly as per the guidelines of theaffiliating University. The Principal of the college conducts a meeting with the new students regarding the examination system and discusses the complete procedure about internal examination system of the college as per University guidelines provided on www.kuk.ac.in. In case of any change made by the University, the students are informed through notice on notice board. HoDs and mentors also discuss the same with the students. House tests are date and time bound and are duly notified by the examination incharges and the same is communicated to all the students of the college. Internal assessment is awarded on the basis of internal examinations. The internal assessment is uploaded on KUK IUMS portal. In case of any problem or grievance, students can consult the concerned subject teacher, mentor, convener of house exam committee, convenor of Student Grievance Redressal Committee or the Principal.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	http://susgcmatakmajri.ac.in/Data?Menu=BFcJrpmMV3E=&SubMenu=hUb7fQA+LAI=

2.6 - Student Performance and Learning Outcomes

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

Program outcomes Program specific outcomes & Course outcomes are clearly stated in the curricula and are uploaded on the KUK website. The attributes which are integrated into the assessment process are alsoas specified byKurukshetra University, Kurukshetra. It is clearly publicized through its website and other documents. Each department which offers any programme of study is displayed through the institute website. The syllabus of each programme provides clear information about core courses, elective courses, fundamental courses, discipline specific courses and also the learning outcomes of different programmes and courses. The syllabus also provides information about scheme of instruction and evaluation..

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.kuk.ac.in/wp-content/uploads/2023/08/Learning-Outcome-of-Different-Programmes.pdf
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The institute evaluates the attainment of programme outcomes, programme specific outcomes and course outcomes during the year through internal exams., final semester exam., internal assignments, paper presentation, seminars, viva-voce exam., etc.These are also evaluated by the feedback got by the students, the parents, the teachers, the employees and the alumni of the institute from time to time.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.kuk.ac.in/wp-content/uploads/2023/08/Learning-Outcome-of-Different-Programmes.pdf

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

115

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	http://susgcmatakmajri.ac.in/Data?Menu=2+Rx+N0HANc=&SubMenu=B8mhY66Vc8g=

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://docs.google.com/spreadsheets/d/1UkBdziY14oWgBAHFk7Kto7I3v00EC68zy4YL3FTsYRA/edit?usp=sharing

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)	View File

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

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

0

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

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

2

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

21

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

15

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

The institute promotes extension activities in the neighbourhood community for sensitizing students to social issues and their holistic development. The institute provides the students with an opportunity to extend their classroom knowledge into practical experience. Through its diverse community oriented programmes andactivities focused at holistic development of students with community, the NSS, NCC,Counseling cell, Department of Sociology, Department of Psychology of the Institute aim at developing a sense among students about attachment to the community,utilizing their knowledge in finding solutions to community problems, acquiring leadership qualities and democratic attitudes, developing capabilities and skills to meet emergencies and natural disasters and participating in community services by actively involving in various campaigns and programmes.

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

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

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

3

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

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

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

16

File Description	Documents
Reports of the event organized	**View File**
Any additional information	**View File**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	**View File**

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

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

1200

File Description	Documents
Report of the event	**View File**
Any additional information	**View File**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	**View File**

3.4 - Collaboration

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

6

File Description	Documents
e-copies of linkage related Document	**View File**
Details of linkages with institutions/industries for internship (Data Template)	**View File**
Any additional information	**View File**

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

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

0

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

The college is a premier higher education institution of Government of Haryana having a large campus of about 11.36 acres with the covered area of approximately 4354.33 square meters. There is adequate facility of 13 classrooms and 18 laboratories for fulfilling teaching-learning needs. There are three teaching blocks viz. Arts, Commerce and Science with seventeen class rooms. All rooms are airy and spacious to provide healthy and hygienic study conditions. They have requisite number of dual desks or sitting chairs and have the facility of white or black board. College has a well-stocked library. and The work on constructing a block for library, canteen and international swimming pool is in progress.There are separate labs for practicalsubjects .These labs are well equipped with necessary experimental facilities and are upgraded annually by grant received from the govt.The well equipped Computer Science Labs caters to science undergraduates in Computer Science and Computer Application programmes with computer language wherewithal. The college English Language Lab trains students in basics of language abilities, pronunciation and other linguistic aspects.The teachers have easy access to ICT facility and they can use it for academic and research purposes.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**http://susgcmatakmajri.ac.in/Data?Menu=ROFj+/eyOLA=&SubMenu=peFtsatR8x4=**

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

There are good facilities for organizing cultural activities and sports events in the college and students enthusiastically participate in these activities. There are separate Music Departments for vocal and instrumental events and they cater not only for teaching students the subject of music but also for arranging performances during different functions and competitions. There is a large sports ground of about 3.5 acres approximately in the college for organizing sports events. The multipurpose sports ground is regularly used for practice by students and for organizing many sports competitions and activities. Besides this, the sport ground has provision for 200meter athlete track, football, basketball, volleyball, badminton and kho-kho, wrestling & boxing practice and organization of the related sports events. College gym facility is equipped with latest gadgets for the physical fitness of students.

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

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

32

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

32

File Description	Documents
Upload any additional information	**View File**

Paste link for additional information	**http://susgcmatakmajri.ac.in/Data?Menu=ROFj+/eyOLA=&SubMenu=peFtsatR8x4=**
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)

15

File Description	Documents
Upload any additional information	**View File**
Upload audited utilization statements	**View File**
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)

Library of the institute is well stocked with 11823 books and is equipped with Integrated library management system.There is proper cataloging of books i.e. Spine label bar code and data entry of books is done properly to ensure the readability of students. As far as circulation is concerned, the data entry of students and staff is done on regular basis. For transaction, books are issued and returned to students and staff as and when required. Following the pattern of APAC, there is the facility of searching the books by the title, author and accession number in the library which caters to the need of students and whole faculty of the institute. SOUL 3.0 software is used for searching and issuing the books.Access to online learning portals like SWAYAM, SWAYAM PRABHA, UGC MOOCs, Ashtavakr Kendr, e- Granthakosh, Nayi Disha is provided through the college website.

File Description	Documents
Upload any additional information	**View File**
Paste link for Additional Information	**https://library.highereduhry.ac.in/**

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	**View File**
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)

2.5

File Description	Documents
Any additional information	**View File**
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

30

File Description	Documents
Any additional information	**View File**
Details of library usage by teachers and students	**View File**

4.3 - IT Infrastructure

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

The institute is having the lease line internet connection which runs on 50 MBPS speed. Students are using the computer systems having connection with LAN. Internet facility is available throughout the campus. E-resources are available for students for reference and research purpose. E-Learning and e-knowledge facilities are available for all the learners. All these facilities are available on inflibnet (learning platform for students and learners). WiFi facilities are available for students as well as for faculty for improving the knowledge. EJournals are available through DHE, Haryana for improving the skills of researchers. E-books are also subscribed by the institute for enhancing the knowledge among the students and staff members.

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

4.3.2 - Number of Computers

84

File Description	Documents
Upload any additional information	**View File**
Student – computer ratio	**View File**

4.3.3 - Bandwidth of internet connection in the Institution   B. 30 – 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

15

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	**View File**
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.

For maintainance and upgradation of the facilities inthe college, DHE provides various grants on regular basis like lab upgradation grant, sports grant, library grant etc.The concerned incharges in consultation of respective departments/ committeess and with the approval of the Principal utilize the grants to develop, upgrade or maintain the facilities. The usage of the various facilities is also well monitored and separate procedures are adopted and registers are maintained by the respective incharges.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

249

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	**A. All 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

967

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

967

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)	**View File**

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	

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**View File**
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

11

File Description	Documents

Self-attested list of students placed	No File Uploaded
Upload any additional information	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

75

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	View File
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

8

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

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.

4

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
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)

There is enough representation of students in various bodies and committees especially cultural, sports, NSS, NCC, science and literary activities including college magazine committee. Many of the events are led by the students and conceptualized in consultation with teachers helping the students to show the irtalents and learn organizational competencies. Every Section of the college magazine has a student editor associated with the faculty editor. College has a Earn WhileYou Learn Scheme in effect through which the students are paid for such contributions also.

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

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

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

8

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File

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

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

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

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

Governance of the college reflects the following vision and mission:

Vision: "The direction in which education starts a man will determine his future life"... Plato

To be recognized as a premier educational institution that practises quality pedagogy, encourages innovation & research while instilling values and providing a vibrant environment for the holistic development of students into valuable global citizens.

Mission: "The highest education is that which does not merely give us information but makes our life in harmony with all existence"... Rabindranath Tagore

This college is inspired by the mission of honing the life skills of the youth and setting up asound value system of social responsibility. In meeting the needs of our demographically diverse student population, we embrace equity and accountability through measurable learning outcomes, ethical data-driven decisions and student achievements.

Nature of Governance: The institution operates under a democratic and participatory mode of governance, involving all stakeholders actively in its administration. Governing Body (DHE, Haryana) delegates authority to the Principal, who further distribute it among various levels of functionaries within the college. The key individuals - Heads of Departments, Convenors of different cells play a crucial role in shaping institutional policies and ensuring their effective implementation.

File Description	Documents
Paste link for additional information	**http://susgcmatakmajri.ac.in/Principalbio**
Upload any additional information	**No File Uploaded**

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

This College encourages a culture of participative management by involving staff members in a number of administrative roles. The college promotes a culture of participative management handled by committees constituted in the campus. The college has created a decentralized structure for decision making where these committees interface their decisions with college council. College Council, led by Principal chalks out the execution plans for implementation of various strategies and plans. Before the commencement of each academic session, Staff Committees are formed by the Principal. Staff Committees have freedom to formulate their plan and decide execution strategies within the government of Haryana and DGHE guidelines. However, approval of the college council and the Principal is mandatory in crucial decisions. The decision of College Council remains final and all the committees have to get their decisions ratified from the council.

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

The institute has a well-defined Institutional Development Plan and the quality policy of the college is in alignment with the rules, regulations & guidelines of the parent University, UGC and Government of Haryana. All the strategic plan and deployment documents sent by KUK, UGC and DHE, Haryana are strictly complied with. Various committees are formulated for the deployment of the Institutional Strategic/perspective plan effectively.

File Description	Documents
Strategic Plan and deployment documents on the website	**View File**
Paste link for additional information	**http://susgcmatakmajri.ac.in/Data? Menu=ROFj+/eyOLA=&SubMenu=S4ixcmxFpmQ=**
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.

Appointment and service rules of the institution is guided by Haryana State Government Rules and Regulations and policies and administrative setup is governed by the Director Higher Education, Haryana.

File Description	Documents
Paste link for additional information	**https://highereduhry.ac.in/forms/WebPages/ServiceRules**
Link to Organogram of the Institution webpage	**http://susgcmatakmajri.ac.in/Data? Menu=rSas3impO6s=&SubMenu=0ijtt2LYMp4=**
Upload any additional information	**View File**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**View File**
Screen shots of user interfaces	**View File**
Any additional information	**View File**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	**View File**

6.3 - Faculty Empowerment Strategies

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

As per the Government of Haryana, the following facilities are available to all permanent staff of the college:

1. Medical Reimbursement for various illnesses.

2. Group insurance scheme for all employees.

3. Faculty appointments prior to 2004 are eligible for pension benefits on retirement. Faculty after 2004 are covered under New Pension Scheme.

4. Child education allowance.

5. Fixed Medical allowance.

6. LTC as per Government of Haryana rules.

7. GPF advances and loans as per Government of Haryana rules.

8. Leave to teaching and non-teaching staff are given as per the guidelines of KUK and UGC.

9. Festival advance and house building loans facility is also available as per Government guidelines.

10. Staff can take various loan(car, house, computer etc) as per Government of Haryana norms at subsidized rates.

11. Various scholarships provided by the central and state government, UGC etc.

File Description	Documents

Paste link for additional information	**https://highereduhry.ac.in/forms/WebPages/Notices?Type=3**
Upload any additional information	**View File**

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

9

File Description	Documents
Upload any additional information	**View File**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**View File**

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

2

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	**View File**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**View File**

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

47

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

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

For Performance appraisal, Teachers submit a self-appraisal report highlighting their academic performance, research contribution, and administrative contributions, extension work and personal development of the concerned faculty member. Specific metrics such as pass percentages, innovative teaching practices, and contribution in administrative work are evaluated. The IQAC Committee of the institution monitors APR (Annual Progress Report) of the teaching staff members as per UGC guidelines. The APRs serve as an indicator to determine the eligibility of the teaching staff for their performance appraisal. The cases of those faculty members who qualify for the next grade are forwarded to the Director of Higher Education, Haryana for further processing and approval.

The performance appraisal of the non-teaching members is recommended by the Principal on the basis of the previous ACRs and is forwarded to the Director of Higher Education,Haryana for further processing and approval.

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

6.4 - Financial Management and Resource Mobilization

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

Department of Higher Education, Haryana being the prime funding agency is authorized to conduct financial audits as and when needed or desired. Every grant received is utilized as per the specific directions and fund- utilization report is regularly sent to DHE, Haryana for its perusal.

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

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

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

2

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

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

As the college is Government institution, The funds and grants are received from Director Higher Education Haryana (Head Office), So all the grants and funds received are utilized as per the directions received from the Higher Education Department, Haryana. Various grants are allocated to different committees as recieved and the committee conveners ensure proper mobilization and optimal utilization of the funds recieved. Transparency and efficiency is ensured at every level.

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

In order to enhance the quality of the institution in all spheres, various quality assurance strategies are initiated by the IQAC of the college.1. Regular meetings of the IQAC are conducted under the chairmanship of the worthy Principal with the fixed agenda and suggestions are taken from all the member of IQAC for the improvement and better delivery of the curriculum and implementation of the guidelines of KUK, DHE, Haryana and UGC so as to maintain high standards of quality of higher education in the Institution. During this academic session, the top priority of the IQAC was to make up for the previous discrepancies and gaps so as to resume the derailed NAAC accreditation journey and recover from the invalid status. During the session IQAC :

1. Submitted and got approved the AQAR's for previous five years.

2. Initiated 2nd cycle of accreditation by submitting the IIQA which was duly approved by NAAC.

3. Collected and compiled data for the draft of SSR so that SSR may be submitted to NAAC within the deadline period assigned.

4. Drafted the Institutional Development Plan(IDP, 2023-24) and submitted to DHE, Haryana & HSHEC.

5. Developed the academic framework for implementation of NEP2020 & implemented the first phase of the implementation.

File Description	Documents
Paste link for additional information	http://susgcmatakmajri.ac.in/Data?Menu=d5jo6AxztEo=&SubMenu=1o/rZv2UaTo=
Upload any additional information	**View File**

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, structure and methodologies of operation and learning outcomes and periodic intervals through IQAC. The students feedback (SSS) on teaching learning process and evaluation is taken on various norms set by the IQAC. IQAC ensures that the academic calender as mandated by KUK is strictly followed in word and spirit. Curricula of the various courses taught are designed by the university. Lesson Plans and schedules are displayed on the college website. The examination and assessment follows the university guidelines. The principal in consultation with the college council, IQAC and examination committee ensures the smooth running of the system. Feedback link for students and alumni is provided on the college website which is collected and analyzed by the IQAC. IQAC monitores different activities held in the college for the students and also encourages the faculty for effective teaching learning.

File Description	Documents
Paste link for additional information	http://susgcmatakmajri.ac.in/Data?Menu=d5jo6AxztEo=&SubMenu=1o/rZv2UaTo=
Upload any additional information	No File Uploaded

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

A. All of the above

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

1. As per Haryana Govt. Policy, Girls students are exempted from paying any TuitionFee for their education. 2. Keeping in view the safety and security of the girl students, entry of the outsiders without any genuine & sufficient reason is prohibited in the college campus. Regular I-card checking is done to ensure that. 3. Self-defence Training is organized for female students to enable them to handle inappropriate situations if needed.

4. Lectures on nutrition are arranged to ensure that women are aware of the importance of adequate nourishment for their overall health

5. Programs have been initiated to enhance the legal knowledge of female students. This empowers them with the ability to address legal issues that may arise in their personal and professional lives.

6. A sewing program is run by the Women cell that equips women with valuable skills to create clothes and generate income, making them economically self-reliant.

7. Craft-related activities, such as making terracotta jewelry for craft fairs, and participating in competitions like painting, mehndi, and rangoli have provided opportunities for women to showcase their talents and generate income.

File Description	Documents
Annual gender sensitization action plan	http://susgcmatakmajri.ac.in/Data?Menu=rSas3impO6s=&SubMenu=js4vRWBRBwk=
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

C. Any 2 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 institute facilitates the management of degradable and non-degradable waste mainly through dust bins . Dust bins are set-up for waste disposal throughout the campus which are then disposed off at identified places. Bio-Medical waste incinerators are installed in the girls and ladies staff wash rooms in the campus.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	**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: 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered vehicles** 3. **Pedestrian Friendly pathways** 4. **Ban on use of Plastic** 5. **landscaping with trees and plants**	**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	**View File**
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	**A. Any 4 or all 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).

As per the guidelines of Government of Haryana, certain no. of seats are reserved in every course offered by the college for different sections of the society. College administration ensures transparent and unbiased atmosphere in every area to ensure tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. As per Haryana Government Policy, Tuition fee is exempted for all the girl students and scholarships are awarded to SC/ST, BC and meritorious General category students. College has dedicated a SC/ ST Cell, a BC/OBCCell, an Equal Opportunity Cell and a Women cell to safeguard and promote the interests of marginalized sections of the society. Students of Hindu, Muslim & SikhCommunity study together and participate in various activities as a team in a perfectly harmonious environment.

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

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

The institute sensitizes the students and the employees of the institution to the constitutional obligations about rights duties values and responsibilities of the citizens which enables them to conduct as a responsible citizen. The institute organizes various function about the National identity and symbols, aiming to familiarize its stake holders about the fundamental duties and rights. The institute celebrates Independence Day, Republic Day, Gandhi Jayanti, Netaji Jayanti etc.organized by Important Day Celebration committee to make the importance of freedom and glory of Indian freedom struggle and aim at highlighting the constitutional spirit of liberty, equality, justice and fraternity. To ensure that environmental concern is addressed and also "SWACHH BHARAT ABHIYAN" to promote the importance of cleanliness.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**D. Any 1 of the above**

File Description	Documents
Code of ethics policy document	**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

College has a dedicated Important Day Celebration Committee that organizes activities commemorating days of national and international significance. Important days like Republic Day, Independence Day, Gandhi Jayanti, Shaheed Udham Singh Jayanti, Shaheedi Diwas, Teacher's Day, Teej, New Year, National Science Day,Voter's Day are celebrated every year as a college tradition.

File Description	Documents

Annual report of the celebrations and commemorative events for the last (During the year)	**View File**
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.

Best Practice 1:

Title: Blood Donation Camp

Objective: The main objective of the activity is community service. • It is taken as social responsibility by the students & the organization.

Practice:Blood donation camp is organized in the college every year. Students and staff members of the college donate blood for community service with their own sweet will. Activity is arranged through N.S.S, N.C.C, Red Cross Society and Red Ribbon club of the college. Blood is provided to various blood banks and it is a life-saving donation. Best Practice 2:

Title: Talent Search Competition

Objective:The main objective of the activity is to provide a platform to the freshers/ newcomers; a platform to showcase their talents and nurture theirconfidence and natural talent.

Practice: It is a regular event organized by the college at the beginning of the session in the months of August/September. Students participate in various activities every year namely dance, song, drama, orchestra, poetic recitation etc.. It helps the cultural activity team to recognize and groom the talented students.

Note: Some students are selected to represent the college at University, in youth festivalsand other events based on their performance in the talent show..

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

7.3 - Institutional Distinctiveness

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

Affordability and accessibility of higher education to every section of society is the founding motto of the college. The college is situated in a rural area and has been established on land generously donated by the villagers with a philanthropic intent. The college is named after Shaheed Udham Singh, a freedom fighter and the spirit of nationalism is the motivation for the efforts to make higher education affordable and accessible to the youth in the surrounding area. The goal became easily achievable when the college was taken over by the Haryana Government in 2005. At present, the girls studying in the college are exempted from paying any tuition fee, free-of-cost bus passes are provided to them so that gender discrimination in the rural area, in the context of education, may be countered. Seats are reserved for otherwise deprived classes and economically weaker sections of society so that education is easily accessible to each &every strata. Though located in a rural area, college is well connected to nearby bus-stops and students from a number of nearby villages are reaping the benefit.

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

1. In the forthcoming Session, top priority of the IQAC will remain to submit SSR within the stipulated time soas to complete NAAC accreditation process.

2. Institutional Development Plan, 2024-25 will be drafted and submitted to DHE, Haryana & HSCHE.

3. IQAC will ensure that 2nd phase of NEP2020 is smoothly and effectively implemented.

4. Efforts will be made to start new courses BASM Eco (Bachelor of arts with single major Economics) and BASM Eng (Bachelor of Arts with single major English).

5. Internship Cell will be established to facilitate the students internships as per their tastes and talents.

6. Career Progression of the eligible faculty members will be ensured.

7. Negotiations with PWD will be taken up to get the construction work of new Canteen & New Library completed so that the college may take charge and use the newly constructed units.

8. Parking of vehicles will be ensured to remain at the entrance only and plantation of new plants and trees will be done so as to keep the environment of the college pollution free.

9. Opportunities for New collaborations in the areas of placement and research will be explored and seized.

10. Faculty members will be motivated to undertake research projects and apply for research funding from various govt./non-govt. agencies.

11. Efforts will be made to organize faculty development programmes & conferences on broad interdisciplinary topics.