



## YEARLY STATUS REPORT - 2021-2022

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>KISHAN LAL PUBLIC COLLEGE, REWARI</b>
• Name of the Head of the institution	<b>Dr. Abhay Singh</b>	
• Designation	<b>Principal</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>01274254964, 01274253767</b>	
• Mobile No:	<b>9416150100</b>	
• Registered e-mail	<b>klpcollege@rediffmail.com</b>	
• Alternate e-mail	<b>abhay1968.as@gmail.com</b>	
• Address	<b>Kishan Lal Public College, Delhi Road, Rewari ( Haryana)</b>	
• City/Town	<b>Rewari</b>	
• State/UT	<b>Haryana</b>	
• Pin Code	<b>123401</b>	
<b>2.Institutional status</b>		
• Type of Institution	<b>Co-education</b>	
• Location	<b>Urban</b>	
• Financial Status	<b>Grants-in aid</b>	

• Name of the Affiliating University	Indira Gandhi University, Meerpur				
• Name of the IQAC Coordinator	Dr. Bindu Arora				
• Phone No.	8397822300				
• Alternate phone No.	9991877001				
• Mobile	8397822300				
• IQAC e-mail address	iqacklpcollege@gmail.com				
• Alternate e-mail address	bindu.arora28@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://klpcollege.ac.in/wp-content/uploads/2022/12/AQAR-Report-2020-21-Final.pdf">https://klpcollege.ac.in/wp-content/uploads/2022/12/AQAR-Report-2020-21-Final.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://klpcollege.ac.in/wp-content/uploads/2022/01/Academic-Calendar-2021-22.pdf">https://klpcollege.ac.in/wp-content/uploads/2022/01/Academic-Calendar-2021-22.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	70.65 ( Institutional Score )	2003	22/03/2003	21/03/2008
<b>6.Date of Establishment of IQAC</b>			15/07/2019		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Salary and Pension	Salary and Others	DGHE, Haryana	2021-22	14,24,98,578 /-	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>	Yes				
• Upload latest notification of formation of IQAC	<a href="#">View File</a>				

<b>9.No. of IQAC meetings held during the year</b>	<b>3</b>	
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<ul style="list-style-type: none"> <li>• Enhance learning capabilities among Students</li> </ul>		
<ul style="list-style-type: none"> <li>• Sensitize the students towards environment</li> </ul>		
<ul style="list-style-type: none"> <li>• Periodic meetings with Stakeholders</li> </ul>		
<ul style="list-style-type: none"> <li>• To involve Parents in the Teaching learning process</li> </ul>		
<ul style="list-style-type: none"> <li>• Creation of E-Content</li> </ul>		
<b>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</b>		

Plan of Action	Achievements/Outcomes
Enhance learning capabilities among Students	Enhance the learning capabilities by conducting motivational programmes.
Sensitize the students towards environment	An extension lecture was organised on Protection of Domestic Sparrow : A Step Towards Environment.
Periodic meetings with Stakeholders	To smoothen the coordination process in the college, the IQAC held periodical meetings / discussions with Administrator, faculty, non-teaching staff, students and student societies. The objective of such meetings was to apprise the constituent units of the college of the functioning of the IQAC and to enhance the feedback and coordination process. This also facilitated the timely collation of data pertaining to various activities of the departments and enabled IQAC to execute its function of centralizing key information of the institution and ensuring documentation of activities/ programmes in the college.
To involve Parents in the Teaching learning process	Parent Counselling was done as and when required.
Creation of E-Content	Staff members provided e-content related to the prescribed curriculum to make teaching and learning smooth and accessible.
<b>13. Whether the AQAR was placed before statutory body?</b>	Yes
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	

Name	Date of meeting(s)
President Governing Body	29/12/2022
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2021-22	24/12/2022
<b>15. Multidisciplinary / interdisciplinary</b>	
<p>The students of M.Sc. Geography are also taught Issues in Indian Economy and Cultural Geography as a part of their course to familiarize them with multifaceted approaches to the subject. Bachelors of Journalism and Mass Communication also includes Sociology, Political Science and Psychology to give the students a multidisciplinary approach.</p>	
<b>16. Academic bank of credits (ABC):</b>	
NA	
<b>17. Skill development:</b>	
<p>Department of Computer Applications organised a workshop cum competition on PPTs of Artificial Intelligence. Department of Commerce organised a five day workshop on Tally Awareness Program and also a Resume Writing Workshop.</p>	
<b>18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b>	
NA	
<b>19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):</b>	
NA	
<b>20. Distance education/online education:</b>	
NA	

## Extended Profile

### 1. Programme

1.1

12

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

File Description	Documents
Data Template	<a href="#">View File</a>

**2.Student**

2.1 3226

Number of students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2 1840

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

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 1033

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

**3.Academic**

3.1 107

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2 115

Number of Sanctioned posts during the year

## Extended Profile

### 1. Programme

1.1	<b>12</b>
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2. Student

2.1	<b>3226</b>
Number of students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	<b>1840</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	<b>1033</b>
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3. Academic

3.1	<b>107</b>
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	115
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1	42
Total number of Classrooms and Seminar halls	
4.2	10955140/-
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	174
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

The institute is affiliated to Indira Gandhi University, Meerpur. The institute implements the curriculum prescribed by Indira Gandhi University, Meerpur. The CBCS pattern has been implemented by the university for UG and PG programs. The college also runs the skill development programmes to enhance and develop the overall performance of the students. The college has been running 10 UG programs and 2 PG programs.

For effective curriculum delivery-

- In the beginning of the Academic Year, the Principal conducts a meeting with the Head of the departments to discuss the preparation of the Academic Calendar, curriculum planning and documentation. As per the direction of the Principal, Head of the departments discuss and allot workload amongst faculty of the concerned departments.
- The time table committee collects the work load from

departmental heads and prepares the time table.

- Faculty of all departments prepares their teaching plans by making optimal use of available resources, classes are conducted according to the time table.
- Library has a rich collection of resources with an open access system. 8 Journals are subscribed by the institute. Library is also enriched with books of different disciplines.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

The institution prepares and publishes academic calendar containing the relevant information regarding the teaching-learning schedule, weekly working days and holidays, government holidays, internal assessment dates, practical exam dates, workshop schedule, technical seminar schedule etc. Industrial and field visit dates, sports day, cultural day are displayed on the website of the college and on students' notice board. The academic process of the students is regularly monitored by the continuous internal evaluation such as seminars, project work, unit tests, internal examinations and semester examinations etc.

IQAC of the institution along with CDC designs the process of admission. As per the regulation of the University, various committees are formed to run all the curricular and co-curricular activities smoothly. The NSS, NCC, cultural and sports activities are distributed and implemented throughout the year and review is taken by the IQAC co-ordinator and the Principal.

The aim of CIE is to enhance the quality education among the students. The institution has been implementing the CIE procedure for all the students. The faculty may choose MCQ, seminars, assignments, VIVA and projects to evaluate the performance of the students periodically.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

**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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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**

3

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)	<a href="#">View File</a>

**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**

The college is conscious about the cross-cutting issues such as gender discrimination, environment and sustainability, human values and professional ethics. Academic activities such as departmental seminars, workshops, presentations, wall magazines and extra-curricular activities in sports and cultural events around the year are complemented with different outreach programs that build students' campus experience.

Environment awareness is inculcated through activities like sparrow day, cycle rally, Holi with environment friendly colours, eco-friendly vehicles, tree plantation, Plastic Hatao Abhiyan. Environment studies (General) is a compulsory paper for UG 1st year students and environmental studies is a mandatory subject for

BBA, B.Com(Hons) and M.Sc geography.

Gender sensitization and awareness occur in the curriculum of humanities. The institute ensures a safe and secure environment for girls' students. For this, various committees and cells are formulated like- sexual harassment and prevention committee, women cell and proctorial board. These cells and committees organise various activities like Beti bachao beti padhao abhiyan, gender equality, NCC with girl's cadet, self-defence training for girls, workshop on women rights, celebration of international women's day and seminar on women empowerment 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	<a href="#">View File</a>

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

01

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
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)	<a href="#">View File</a>

1.3.3 - Number of students undertaking project work/field work/ internships	
25	
File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>
1.4 - Feedback System	
<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>D. Any 1 of the above</b>
File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<b>No File Uploaded</b>
Any additional information(Upload)	<b>No File Uploaded</b>
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://klpcollege.ac.in/wp-content/uploads/2022/12/KISHAN-LAL-PUBLIC-COLLEGE-SURVEY-EXCEL-SHEET-1.xlsx">https://klpcollege.ac.in/wp-content/uploads/2022/12/KISHAN-LAL-PUBLIC-COLLEGE-SURVEY-EXCEL-SHEET-1.xlsx</a>
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	

<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of sanctioned seats during the year</b>	
5440	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>
<b>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)</b>	
<b>2.1.2.1 - Number of actual students admitted from the reserved categories during the year</b>	
1287	
File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>
<b>2.2 - Catering to Student Diversity</b>	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
<p>Students take admission in college with variation in their cognitive abilities. Therefore, the level of challenge faced by them is also different as per cognitive functioning. The College is empathetic to this aspect and takes maximum steps to optimize the learning outcomes of all the students. In this direction, the College undertakes two proactive approaches for betterment of the students.</p> <ol style="list-style-type: none"> <li>1. Identification and classification of students into advanced (aggregate 75% and above), moderate (between 50% and 75%) and slow learners (below 50%), based on their performance in various components.</li> <li>2. Observing and assessing the participation of students in regular classes (theory and practical), assignments and presentations as well as the performance of students in Internal Tests and Semester examinations.</li> <li>3. Organizing various academic, cultural and sports activities</li> </ol>	

to boost the intellectual and overall personality level of the students.

A. Following steps are implemented for enhancement in the mental ability and Emotional stability of all students:

Induction programmes were organized by all the departments at the beginning for freshers. The College introduced mentoring system where faculties help students with their personal, psychological and academic challenges. Workshops, seminars and Industrial visits are arranged for the students to gain practical knowledge.

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
3226	107

File Description	Documents
Any additional information	No File Uploaded

### 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

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

The college continued with lecture method series to the student centric pedagogical techniques for an effective teaching learning experience as well as improved learning outcomes before the current session (2021-22). In the current postpandemic times, the attitude regarding teaching is shifting to innovative online teaching methods by the teachers with beneficial outcomes.

Experiential Learning Techniques-

- Project report for professional courses-BBA, BCA, M.Com.
- Internships- To make Students learn practical industry related skills with the internships, these leads to enhancement of their professional skills.(BBA, BCA, B.Com(H)).
- Industrial Visits: To make the students understand the working of organizations. (B.Com, B.Com(H), BBA).
- Participative learning: Students are encouraged to participate in different academic activities such as debates, seminar presentation and group discussion on different topics, newspaper reading and some students play active in Students Quality Assurance Cell under IQAC.

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

The college has a significant concern for providing the learning resources to enhance learning experiences among the students. The main focus of offline/online teaching in current session is to provide knowledge acquisition as well as effective learning among students with completion of their syllabus in targeted time. Keeping in mind the importance of ICT, e- learning environment is created in the class rooms such as smart boards, LCD projectors. In addition to lecture delivery method of teaching, the faculty members are using IT enabled learning tools like Google classroom, zoom, Google Meet and live classes on Youtube channels, also preparing video lectures on different topics as per syllabus. However, these IT tools also help teachers to manage evaluation of internal assessment like Assignment & Project, Unit Test etc. In addition, some teachers expressed active involvement in development/creation of e-content on public platforms (lectures on Youtube channel) for advanced learning of students.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

### 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

107

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

### 2.4 - Teacher Profile and Quality

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

43

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

#### 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

31

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)	<a href="#">View File</a>

### 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

549

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	No File Uploaded

### 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.

All Internal, practical, semester end and supplementary examinations were conducted in each semester as per university schedules. Project evaluation is done as per requirement of course structure. Additional examinations (special test) are conducted for students as per university guidelines. All practical examinations, internal evaluation of projects and internal examination of UG/Postgraduate programmes are carried out by individual departments as per Indira Gandhi university guidelines.

The college examination committee plays effective role in smooth conduct of internal exams such as finalizing the date for test (internal assessment), assignments, examination schedule of computer awareness and environmental education etc.

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

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

The college follows all the guidelines of the University. The college has set examination module as per university instructions which are supportive for learning outcomes.

Time-table/ Display of Date sheets: The time-tables of all examinations are displayed on the Notice Board of the college.

The examination committee of college works with commitment for resolving the problems/complaints regarding the internal assessment or any other examination related problems associated with the students. The committee also sets up an effective schedule with focus on assessment completion. The examination committee also schedules the timely submission of marks /grades ( internal assessment, practical) with transparent approach. All the examination related complaints/grievances received by the committee and all complaints are resolved timely as per university guidelines.

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

## 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.

Major objectives and outcomes of various courses run in college are according to the vision and mission statement of the college. The ultimate goal of education is to motivate the students to become responsible and good citizens in future. Times are changing and students have to develop life skills and practical skills with creative knowledge along with the degrees. The main focus of our courses is to make students develop overall personality with

following parameters:

- **Intellectual Ability:** The college supports acquisition of knowledge component by students through emphasis on creative and participative learning.
- **Enhancement of Social Responsibility :** the college instils these values in students through Units like NCC, NSS, YRC, Red ribbon club, all social and environmental clubs etc.
- **Moral Values:** The college is committed to offer value based education to the students such as honesty, sincerity, hard work and agreeableness in every academic and social activity.
- **Awareness for Mental Health Promotion:** Counseling and well-being cell established in college for mental health issues as well as overall personality development of the students smoothly functions by experts like academic counselor, psychologists and career counselors.
- **Interpersonal skills:** College placement programmes, inside as well as outside, help in developing various organizational skills in particularly the students of professional course e,g, BBA, BCA, B.Com(Honours), & BAJMC.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://igu.ac.in/2021/syllabi/">https://igu.ac.in/2021/syllabi/</a>
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.

**Attainment of Course Outcome:** In the Outcome Based Education (OBE), assessment is done through one or more than one processes carried out by the department, that identify, collect, and prepare data to evaluate the achievement of course outcomes. The process for finding the attainment of course outcomes uses various methods. These methods are classified into two types: Direct Methods and Indirect methods. Direct methods display the students' knowledge and skills from their performance in the class, assignments, internal assessment tests, semester examinations, seminars, laboratory assignments/practicals, etc. These methods provide a strong evidence of student learning. Indirect methods such as course exit survey and examiner feedback reflect on students' learning. They are used to assess opinions or

thoughts about the graduates' knowledge or skills. Rubrics are used for both formative and summative assessment of students. Same rubric is used for assessing an outcome so that the faculty is able to assess student progress and maintain the record of the same for each student. The rubrics are shared with students before being evaluated so that they are aware of the performance criteria and their weightage.

File Description	Documents
Upload any additional information	No File Uploaded
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

671

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://igu.ac.in/2021/results/">https://igu.ac.in/2021/results/</a>

### 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://klpcollege.ac.in/wp-content/uploads/2022/12/KISHAN-LAL-PUBLIC-COLLEGE-SURVEY-EXCEL-SHEET-1.xlsx>

### 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)**

Nil

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 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)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

**3.1.3 - 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**

8

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)	<a href="#">View File</a>

### 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

09

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 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

03

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

Extension activities were carried out keeping in view the attempts

at normalising life after pandemic outbreak. Activities commemorating our martyrs of kargil such as tree plantation in their name or blood donation camp in memory of veterans of the area like late shri Prem Swaroop Data reindulcated a sense of pride in our culture and history. Continuing our efforts towards sustainable development and environmental conservation, volunteers of NSS encouraged people in nearby localities to discard single use plastic and start using biodegradable utensils instead. Water pots for birds and awareness in Save the Sparrow programes educated students to understand and conserve bio diversity. Lectures in health and menstrual heigene by YRC Red Ribbon Club and Women Cell and yoga by NSS encouraged healthy lifestyle among students and their families. Industrial visits and competitions on best out of waste by commerce department brought industrial knowledge and awareness of sustainable development in students. Overall the joint extension activities by NSS NCC YRC Red Ribbon Club, and various clubs and departments contributed towards a well rounded development of students and contributed towards building a better ecosystem and sustained growth.

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**

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
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**

21

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**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**

2513

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)	<a href="#">View File</a>

**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**

25

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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	No File Uploaded

## 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 College plans and ensures adequate availability of physical infrastructure and ensures the optimal utility of the same. To enhance the teaching - learning process, all the demands proposed by different departments regarding the basic needs of the classrooms are fulfilled with immediate effect. All the class rooms are well maintained with adequate light and air. The college has adequate office space, special rooms for different departments, different offices for different cells, a big staff room, girls common room, canteen, many well maintained lawns, separate toilets for male and female staff members as well as students. R.O. water facility has been provided and two sanitary napkin vending machines and incinerators have been installed in girls common-

room, along with labs with full equipments and facilities, different parking for students and staff members. The college has big computer labs with highly efficient computer instructors. The college has a large auditorium with a seating capacity for 700 people. It is equipped with multi-media projector, multi-purpose stage, centralized air-conditioners, sound absorbing walls and super specialty sound and light system. The auditorium has four entry points and emergency exit. The college has power back-up facility, two seminar rooms for all the educational and social activity of students.

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

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

KLP College has carved a niche for itself in the domain of Higher Education in South Haryana. Academic excellence along with extra - curricular activities and sports are the hallmarks of KLP. Youth Festivals are the annual cultural events organised by the University wherein around forty events like dancing, singing, acting, theatre, fine arts and literary activities etc. are performed. The college has had a history of excellent performance at these Youth Festivals. The college has music room with all the musical instruments. We have one air - conditioned auditorium with a Wi-Fi enabled projector and supporting roll - down screen. We have won trophies in Cricket, Table tennis, Basket-ball, Corf - ball, Kabaddi and many other games. Our students have participated in International events also. Our college Tae Kwando, Cricket team and Badminton as well as Boxing team got first position and Basketball and Wrestling team got second position in Inter College competition in 2021-22. Our college got first position in Fencing and third position in games of Wushu, Kick boxing and Archery at Inter University competition. In Hammer throw the college got first position in Inter college competition. The college has a big play ground with courts of different games. An ultra-modern gymnasium is open for all the students. Expert coaches are available for the proper training of the students interested in sports. Annual athletic meets are organized to inspire and motivate the students to take part in sports events.

File Description	Documents
Upload any additional information	No File Uploaded
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.

06

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

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)	<a href="#">View File</a>

#### 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)

136563/-

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)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)	
<b>NIL</b>	
File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil
<b>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</b>	<b>A. Any 4 or more of the above</b>
File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>
<b>4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)</b>	
<b>4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>	
<b>108587/-</b>	
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)	<a href="#">View File</a>
<b>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)</b>	
<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>	

100

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

The various aspects of the computing facility available in the institution are detailed below:-

- Computers are installed at different places within the college campus like Computer Lab, BBA, BCA lab, accounts office, administrative office, Principal office, examination branch, library, sports office and different departments.

-The computer-students' ratio at KLP is 1:19.

-LAN facility is available in the campus.

-Wi-Fi facility is available in most of the departments.

Since the campus is almost Wi-Fi enabled all the computers including desktops as well as laptops can access internet facility.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

174

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

<b>4.3.3 - Bandwidth of internet connection in the Institution</b>	<b>A. ? 50MBPS</b>
<b>File Description</b>	<b>Documents</b>
Upload any additional Information	<b>No File Uploaded</b>
Details of available bandwidth of internet connection in the Institution	<b>No File Uploaded</b>
<b>4.4 - Maintenance of Campus Infrastructure</b>	
<b>4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)</b>	
<b>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)</b>	
<b>10709990/-</b>	
<b>File Description</b>	<b>Documents</b>
Upload any additional information	<b>No File Uploaded</b>
Audited statements of accounts.	<b>No File Uploaded</b>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>
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.	
<p>Most of the classrooms are well lit and spacious with LED lights and fans. Wi-Fi enabled seminar and conference rooms, well equipped and well stocked library with Internet, sports and extra-curricular activities, yoga rooms, fitness centre cum gymnasium, outdoor badminton court, basketball court, playground with cricket pitch, football uprights, volleyball court, auditorium and other amenities like separate departmental rooms, girls common room, tactile paving, ramps, reading rooms etc are well maintained and functional for the use of students and staff. Maintenance of physical infrastructure: 1. The library development work is done by Library Advisory Committee. 2. Each laboratory has dedicated lab assistants and attendants for regular maintenance of laboratory equipments and stock keeping of chemicals and materials</p>	

on regular basis. 3. The college has two coaches for cricket, basketball, yoga apart from two non-teaching staff members who serve as ground men.

4. The college campus is covered by 32 CCTV cameras for comprehensive security. 5. The overall maintenance of the college campus is done under the supervision of and by a consultant engineer, junior engineer and a care taker is employed by the college.

6. Building infrastructure: There is a college development and construction committee to look after the maintenance, repair and construction work. 7. Equipments and Machines: Every department maintains stock register and dead stock register regularly to keep record of the functional and nonfunctional items.

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

311

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
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)	<a href="#">View File</a>

<b>5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year</b>	
<b>5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year</b>	
0	
File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded
<b>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>	A. All of the above
File Description	Documents
Link to institutional website	<a href="https://klpcollege.ac.in/wp-content/uploads/2022/12/5.1.3-webinar-link.pdf">https://klpcollege.ac.in/wp-content/uploads/2022/12/5.1.3-webinar-link.pdf</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
0	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
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

<b>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</b>	<b>A. All of the above</b>
---	----------------------------

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	<a href="#">View File</a>
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

0

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

<b>5.2.2 - Number of students progressing to higher education during the year</b>	
<b>5.2.2.1 - Number of outgoing student progression to higher education</b>	
399	
<b>File Description</b>	<b>Documents</b>
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>
<b>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)</b>	
<b>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</b>	
2	
<b>File Description</b>	<b>Documents</b>
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>5.3 - Student Participation and Activities</b>	
<b>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</b>	
<b>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.</b>	
4	

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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 )

The SQAC remained active and organized a variety of online and offline activities. The active members of SQAC also took part in co-curricular, extra-curricular , academic as well as social activities. The SQAC organizes activities through different societies in partnership with its faculty advisors. Student representatives also assist in the organization of co-curricular and extension events such as discussion forums, the Eco Club, Gender Sensitization, and the Women's Development etc. Different units of College including Sports, NSS, YRC, and NCC, have their own Student Executive Bodies and a large number of student volunteers.

Student Representatives are a link between administration and the students. The student council and student representatives serve in a number of administrative committees including Student-Faculty Committee, Admission Counseling Committee, Sports Admission Committee, Founder's Day Committee, Website Committee, Internal Complaint Committee and Redressal of Sexual Harassment of Women Committee etc.

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

121

File Description	Documents
Report of the event	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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 college is trying to identify areas of collaboration with alumni to enhance the number and quality of institution collaborations so that students can be benefitted. College is seeking to actively engage with its alumni in order to benefit from their experience in various fields. We are in process of creating a website for the same. We have invited several notable alumni members to share their experiences, expertise and wisdom with our students so that they may serve as role models to our students. Projects Accomplished: (2021-22) 1. One sanitary napkin vending machine and incinerator were installed. 2. Green Boards were donated for classrooms. 3. Microwave donated to commerce department. 4. Water dispenser to commerce department. 5. LED to commerce department. 6. Sanitary napkin pads were distributed to college students. Future Projects: 1. Installation of digital boards keeping in view NEP 2020. 2. Collection of funds and resources for the growth of college.

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

<b>5.4.2 - Alumni contribution during the year (INR in Lakhs)</b>	<b>D. 1 Lakhs - 3Lakhs</b>
File Description	Documents
Upload any additional information	No File Uploaded
<b>GOVERNANCE, LEADERSHIP AND MANAGEMENT</b>	
<b>6.1 - Institutional Vision and Leadership</b>	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>To empower the nation morally, spiritually, socially and economically an institution named Kishan Lal Public college was inaugurated in 1964 in Rewari district of Haryana . Since then the college has been serving the society with complete dedication and honesty . It is one of the best colleges of Haryana. The college has produced responsible citizens to serve Mother India year after year. It enables the students to realise their potential and their cultural, intellectual and professional capabilities. Staff members along with the principal and management have passion for teaching and learning and with abiding commitment they make sure that all the students have a scientific and rational approach towards the problems of life. The main objective is to prepare students in the areas of knowledge, skill, entrepreneurship and creativity. The college inculcates the noble feelings of creativity, sense of responsibility, progressive attitude and scientific insight into the students. The college governing body, principal and all the teaching and non-teaching staff members work hand-in-hand in collaboration and co-ordination to accomplish the vision and mission of the college , they take every minute care of all the matters regarding the smooth functioning of the college.</p>	
File Description	Documents
Paste link for additional information	Nil
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.	
<p>Under the guidance of the governing body and leadership of the principal, various committees and cells are formed. At the</p>	

beginning of the academic year the objectives and activities of different cells are defined ,after that with participation of the management, principal, all the convenors and members of non-teaching staff and students --these objectives are accomplished effectively. Based on decentralisation everyone is given freedom to make necessary decisions for different situations . KLP College is a co-ed institution having almost equal number of boys and girls, 60% of the staff is female ,with this scenario it is quite possible that someone from the female crowd is menstruating almost everyday. Sometimes the means to manage the same are not available in case of exigencies.To deal with this common issue, the IQAC coordinator discussed it with the principal and proposed to buy a vending machine of sanitary pads for the college. The principal forwarded the proposal to the management and with immediate effect it was approved and a few days later the sanitary pad vending machine was installed in the girls common room.

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

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Our college has got a special recognition as a very disciplined institution,but for the last some years because of the excessive use of mobiles by the students the discipline among the students had not been at par. They stopped attending classes just for the sake of playing on their mobile phones or aimlessly scrolling down the screen. So much so that they would get oblivious to their surroundings and subsequently unaware of all the educational activities of the college . This problem was taken seriously, the principal with the permission of the management called a meeting of the proctorial board, proctorial board comprises of chief proctor and staff members . After thorough discussion and consultation, a strategy regarding the use of the mobiles was made and it was decided that the students will not be allowed to use the mobile in the college premises ,they have to keep it off , in case there is an emergency they can use the mobile. This was passed in complete agreement of the proctorial board and the principal , after the deployment of this strategy the overall discipline of the college has improved and the classes are running smoothly.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
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.

The principal is the chief administrative force of the college--timetable ,academics, discipline ,code of conduct ,curricular and extracurricular ,all every day functions of the college lie in the charge of the principal . IQAC comprises of the Coordinator and staff members ,alumni, stakeholders and non-teaching staff, it collaborates with the principal and ensures a quality teaching-learning environment in the college . Many development programmes are organised under the aegis of IQAC . The coordinator is authorised to verify PBAS for faculty promotions . Yearly AQAR is done by IQAC. The principal and the top most senior teachers of the college are members of advisory committee. Under the academic wing all the HODs and coordinators of different UG and PG programmes along with their team give the students a very enriching and effective teaching and learning experience. All the committees, cells and clubs are part of the administrative wing of the college. The college has a proctorial board, legal literacy cell ,women cell, anti ragging cell, anti sexual harassment committee ,YRC, red ribbon club, NCC,NSS, cultural club ,eco club, magazine committee etc. Librarian is the head of library, he has clerks and attendants to support and maintain the upkeep of the library.The college library time to time adds valuable and important informative resources for the betterment of the students. All the financial decisions are taken with the coordination of principal , management and Bursar.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="https://klpcollege.ac.in/wp-content/uploads/2022/01/Organogram-6.2.2.xlsx">https://klpcollege.ac.in/wp-content/uploads/2022/01/Organogram-6.2.2.xlsx</a>
Upload any additional information	<a href="#">View File</a>

### 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	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	<a href="#">View File</a>
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

In the growth and progress of the college the teaching and non-teaching staff play an important role. They are the pillars on which the college stands. To keep these pillars strong the college management recognise their productiveness and acknowledge their needs and requirements. Through these welfare measures dynamic and encouraging work environment has been promoted in the college. The following list shows the various welfare measures provided by the management are -

- Infrastructural facilities like computers, laptops desktops have been provided to different departments to maintain the day to day class activities and personal research developments.
- A separate caretaker is hired to upkeep the hygiene and cleanliness of the staff room, Seminar hall and administrative

**Block.**

- Separate washrooms for different faculties.
- Teaching and non-teaching staff are given duty leave to attend any development programmes.
- The staff members are encouraged to attend orientation and refresher programmes. Duty leaves are sanctioned for the same.
- Extension lectures are organised to enhance the knowledge of the staff members.
- Qualification upgradation is inspired and encouraged.
- Separate parking for students and staff members.
- Provident funds, pension, casual leaves are provided to both teaching and non-teaching staff.
- Maternity leaves with full salary to the female staff members.
- Retirement parties are organized.

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**

17

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)	<a href="#">View File</a>

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

KLP college has annual performance appraisal system. All the staff members are to fulfil and submit the ACR performa given by the college office. The performa of teaching staff consists of the following components:-

Personal academic information

Teaching-learning-evaluation activities

Innovative methods applied

Results

Co--curricular, extension and professional development activities

Research and academic contribution

After the submission of the performa the principal verifies it and gives remarks accordingly. For the promotional part of the teaching staff UGC, API scored system is followed by the college. Performance based appraisal scheme (PBAS) performa recommended by UGC under career advancement scheme is filled and submitted by the teachers seeking promotion. The internal screening committee appointed by the principal, in coordination with IQAC, scrutinises the performa and supportive documents, after being satisfied with the file, the college recommends the same to the university appointed screening/selection committee for its consideration. Faculty members are promoted on the successful assessment of their files. Non teaching staff members are assessed

on the basis of different categories like: sincerity, punctuality, cooperation, awareness, technical contribution and hard work etc. All the employees are supposed to be honest while doing self assessment. The objective of this assessment is to improve and develop the capacities and efficiency of the staff members.

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

Nil

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)

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

The College prepares the budget for the forthcoming financial year and the funds are acquired and utilized as per budgetary estimates. The budget is duly approved by the Governing Body and sent to University Grants Commission (UGC) for approval and the funds are allocated accordingly. The UGC provides 95% of the total salary account & other approved heads for maintenance of the College. The remaining 5% for salary as well as an additional amount towards maintenance is provided by the management (Governing Body of the College). Income and Expenditure are closely monitored by the Bursar and the Administrative officer (Accounts) headed by the Principal. Proper procedure for purchases is adopted by the College whereby quotations called for prices are compared. The College has formed a Purchase Committee for this purpose.

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

IQAC plays a very important role in the smooth functioning of the college. In coordination with the principal it enhances the impact of the teaching learning process by providing positive support. IQAC inspires and encourages the staff to organise different activities and events, seminars, debates, cultural programmes, skill development programmes and workshops. These activities keep the students enthusiastic towards gaining knowledge and exposure. Because of the efforts of the IQAC the college is going to be Wi-Fi connected with high speed very soon. CCTV observation in the whole premises is another effort made by the IQAC. Keeping in view the importance of medicinal plants and spices, the IQAC planted a herbal garden in the college. Many teachers and students are benefited by these plants. It motivates the teachers to attend the workshops organised by UGC, so that they may improve their knowledge as well as teaching skills.

Feedback mechanism is prepared by the feedback committee for conducting student feedback on teaching learning.

IQAC encourages the use of ICT and e-resources.

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 IQAC continuously reviews and takes steps to improve the quality of teaching learning process. The Pandemic and the consequent lockdown can be seen as a catalyst. Many things labelled as oddball reforms before Covid have become a necessity today in education. The irresistible influx of digital technology into education has taken place in the sense that education has become a digital colony in the post covid period. Locating knowledge with digital tools have become as important as the intellectual ability to learn and analyse content and approach learning. IQAC has upskilled and re-skilled faculty members after the lockdown. Upskilling is the norm for professionals like us and it is essential for sustained success in education field. We at K.L.P are urgently re-caliberating, realizing that the traditional academic skills are dangerously outdated. So we have reimagined learning and equipped our students with the cognitive, creative, social, emotional and physical skills required to navigate the future through workshops, seminars and other activities. The second reform was that each department conducted Parent - Teacher - Student meeting for after each semester exams. This helped to understand the problems faced by the students that hinder their studies. Financial support to needy students was also provided by some faculty members through IQAC.

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

**6.5.3 - Quality assurance initiatives of the**

**D. Any 1 of the above**

**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)**

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)	No File Uploaded

## **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 institution organized various programs to spread awareness for gender equity, highlighting the need and importance of women empowerment, breaking gender stereotypes, men and menstruation, need for work-life balance for both men and women etc.

-A webinar was organized by Women Cell on Menstrual Hygiene Day on the topic 'Honouring and Empowering the Female Within You: The Spiritual Side of Menstruation' for both men and women to sensitize them about periods.

-NSS unit of the college collaborated with Haryana Police for a cycle rally on women empowerment and awareness.

-The institution has duly constituted Prevention of Sexual Harassment and Violence Against Women Committee and Students' Complaint Redressal Cell for both girls and boys for the female students to seek help against any kind of nuisance.

-The Proctorial Board makes conscious efforts to maintain strict

discipline against any kind of incompliance/misconduct against women and takes prompt action for any such act to set precedents.

-Counseling Cell provides all kinds of care for mental health issues of women.

-A proper Common room has been established for girls with all the necessary equipment and facilities i.e. washrooms, sanitary pads vending machine with incinerators, water dispenser and a female peon for maintenance and surveillance.

File Description	Documents
Annual gender sensitization action plan	Nil
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**

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

K.L.P. College has taken a moral pledge towards educating all stakeholders about the environmental consciousness and sustainability. We stick to the four Rs of sustainability - Refuse, Reduce, Reuse and Recycle.

-Awareness campaigns are organized by NSS, NCC and Environment Club to reduce the use of single-use plastic.

-Faculty members and learners are encouraged to carry their own water bottles and cutlery.

-An integrated waste management system is put in place to minimize the waste on campus from various sources- canteen, lawns, academic offices, classrooms etc.

-Separate colour coded dustbins are kept all over the campus for the collection of different kind of waste to be disposed suitably.

-Environment Club organizes drives like 'Waste-Paper Collection' to make the stakeholders conscious about environment and reduction of waste and they recycle this waste with the help of their collaboration with external recycling agencies.

-Sanitary Pads incinerators are installed in female washrooms to help reduce the landfill caused by the hazardous waste of sanitary towels.

-A talk on Sustainable Ways to Manage Periods: All About Menstrual Cups was organized by Women Cell to help students learn the ways to reduce humungous landfills caused by sanitary pads by switching to menstrual cups.

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	<a href="#">View File</a>

**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**

**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	<a href="#">View File</a>

### 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

C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	<a href="#">View File</a>

### 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	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment**

C. Any 2 of the above

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

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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	<a href="#">View File</a>

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 institution though situated in a small town of south Haryana, keeps the spirit of nationalism alive and the same is well reflected in its commemorations and celebrations of various national festivals belonging to all faiths, along with the regional ones like Haryali Teej, Makar Sankranti etc to bring students and teachers belonging to diverse background on a single platform. Various departments and cells strive hard to instill the values of nationalism through various programs, talks, seminars etc on inclusiveness and celebrate the rare diversity of our country. Various outreach programs to promote communal harmony and tolerance are organized by NCC & NSS. A 7 day long Special camp of all three units of NSS was organised at village Chandawas under Azadi ka Amrit Mahotsav to celebrate the unique diversity of India by sensitizing the villagers through programs of social and cultural importance. Engaging with local communities and holding many informative and awareness drives like 'Reduce the use of plastic' and tree plantation around the village proved to be really enriching for all the stakeholders. NSS volunteers also participated in NIC (National Integration Camps) held at MDU

Rohtak, Kurukshetra University, Kurukshetra and GJU Hisar and were felicitated for their excellent performances.

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	<a href="#">View File</a>

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

K.L.P. College, through its national units of NSS and NCC carries out various programs to make the stakeholders aware of their duties and responsibilities as citizens. Political Science department also organizes various activities like poster making, debate competition etc. to kindle their faith in the core values imparted by our constitution. An Oath Taking Ceremony on the Constitution Day was organized by Department of Journalism and Mass Communication and Political Science to commemorate the Constitution Day on Nov 26. A cleanliness drive was organised by NSS under the Clean India Movement to make the students aware of their duties as the citizens of India to keep their villages and neighbourhoods clean and green. NSS volunteers also submitted their presentations during the 25th National Youth Festival held at Puducherry on the topics- India of My Dreams and Unsung Local Heroes of Freedom Movement.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
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**

C. Any 2 of the above

students, teachers, administrators and other staff  
**4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>

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

Independence Day August 15: Flag Hoisting on the Independence Day is duly celebrated every year.

Hindi Diwas September 14: Department of Hindi and Journalism and Mass Communication jointly celebrated Hindi Diwas, organizing various activities.

Gandhi and Lal Bahadur Shastri Jayanti 2 October: Students are encouraged to take lessons from the lives of Gandhiji and Shastri ji- the son of the soil.

Bipin Chandra Pal Birth Anniversary November 7: Department of Journalism and Mass Communications organized a seminar on the birth anniversary of Indian revolutionary Bipin Chandra Pal.

Constitution Day November 26: The Constitution Day is celebrated by making the students swear an oath towards the constitution.

Republic Day Jan 26 :K.L.P. College celebrates Republic Day every year with great fervor and enthusiasm.

Balidan Diwas- Chandrashekhar Azad Martyrdom Day 27 February: NSS volunteers participated in a program to commemorate the sacrifice of the great revolutionary.

International Woman's Day March:NSS and Women cell celebrated this day.

Baisakhi Day April 14 :Baisakhi Day was celebrated by students of all the units of NSS in the college auditorium.

Menstrual Hygiene Day May 28:The Women Cell of the college celebrated this day by organizing a Webinar.

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	No File Uploaded
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

**Title: Development of a Mini Forest through Miyawaki Technique.**

**Objectives:**To restore a degradedland patch, create a natural carbon sink & encourage biodiversity.

**Context:** A Local NGO Bharat Vikas Parishad approached the college for collaboration to develop a Mini Forest.

The Practice In this method propounded by Japanese botanist Akira Miyawaki, the forest grows rapidly by the construction of soil, utilizing native plant diversity, growing healthy saplings and planting them close together.

**Evidence of Success :** The institution boasts of a mini dense forest of its own after approx. a year and half from the commencement of this project. **Problems Encountered :** None

### SECOND PRACTICE

**Title: Workshop on Menstrual Cups**

**Context:** 12.3 billion sanitary napkins reached India's landfills

every year according to a survey done by Down to Earth, an online news blog working on environmental issues. This report set a context to address this issue in the college.

**Practice:** Dr Archana addressed a total of approx. 250 girls and staff members on the benefits, uses and advantages of menstrual cups along with the hazards of sanitary napkins for women and environment.

**Evidence of Success:** Girls' newly found empowerment with this knowledge regarding cups.

**Problems Encountered:** Receptivity about such topics.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	<a href="#">View File</a>

### 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

The institution, as propounded in its logo, strives continuously to achieve even greater heights leaving no stone unturned in the holistic development of our students, supporting and focusing on their over-all well-being and development. Education imparted with a holistic vision and approach encourages active participation of students in all spheres of their life on campus- be it academic, cultural, co-curricular or related to sports and physical education thereby building their confidence. Our priority and thrust is not to rely and focus only on the academic achievements but also giving the students ample opportunities to bring out their latent talents and proclivities. That's the reason we have had a history of excellence in sports, cultural events and academics at regional, state, national and even international levels. Our medal tallies at various sports tournaments and shining trophies proudly displayed at our office stand a testimony to that fact and year after year, this brilliance has repeated and further reinforced the philosophy that is a part of our eco system—to work equally on all parts of the holistic development- physical, intellectual, social, emotional and spiritual. The institution, thus has established a reputation and is an

inspiration to all the other neighboring institutions and local communities.

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

#### Future Plans

- Rainwater harvesting system
- Smart classrooms for technology enabled learning
- Solar panel project of 24 KV
- Overhauling of the college playground and developing a turf cricket pitch as per standards.