YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	RKSD College Kaithal
• Name of the Head of the institution	Dr. S.K. Goyal
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01746-222368
• Mobile no	9416365483
• Registered e-mail	rksdcollegektl@yahoo.com
• Alternate e-mail	principal@rksdcollege.ac.in
• Address	Ambala Road Kaithal
• City/Town	Kaithal
• State/UT	Haryana
• Pin Code	136027
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Grants-in aid

• Name of the Affiliating University	**Kurukshatra University Kurukshetra**
• Name of the IQAC Coordinator	**Dr. Seema Gupta**
• Phone No.	**9315473931**
• Alternate phone No.	**01746-222368**
• Mobile	**8708446793**
• IQAC e-mail address	**iqac@rksdcollege.ac.in**
• Alternate Email address	**seemagupta@rksdcollege.ac.in**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://rksdcollege.ac.in/aqar/
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://rksdcollege.ac.in/college-calendar-2/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**A**	**3.10**	**2017**	**29/10/2017**	**29/10/2022**

6.Date of Establishment of IQAC	**09/09/2005**

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
Institution	**Building Construction**	**Govt of Haryana**	**2021**	**21,00,000**
Institution	**Library Renovation**	**Govt of Haryana**	**2022**	**11,00,000**

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	`4`
- 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`
- If yes, mention the amount	

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

`Organization of Conferences and Seminars for the successful implementation of NEP-2020`

`Qualitative and quantitative upgradation of college infrastructure`

`Enrichment of ICT infrastructure in the campus`

`Ground Water Recharge Initiatives to eliminate flood threat and check water table depletion`

`Dedicating College Sports Complex to Community service towards 'Fit India Movement'`

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. Need based training of Faculty for Online teaching during COVID-19 outbreak	• Trainings were conducted during the session to facilitate the process of online teaching.
2. Initiatives for starting new Certificate courses/Value added courses	• 12 Add-On Courses were conducted during the session.
3. Scrutiny and Approval of API of faculty members.	• The cases of 4 Faculty members were scrutinized and approved during the session.
4. To explore the provisions of New Education Policy 2020	• Seminars and Conferences were organised on the theme of NEP-2020.
5. Upgrading Wi-Fi system	• Successfully upgraded
6. Upgradation of Staff Room-- Provision of modern Wash Rooms etc.	• Successfully Completed
7. White washing the college building.	• Successfully Completed
8. Completion and Furnishing of Newly constructed Extension Building	• Successfully Completed
9. Initiating the plan of new Cafeteria for students	• Likely to be completed
10. To explore Additional quality audit	• Data submitted in NIRF on Feb. 8, 2022.
11. Timely submission of AISHE auditing	• Data submitted on Feb. 24, 2022.
12. Installation of Air Conditioners in Departmental Offices	• Successfully Completed
13. Letter of Appreciation to its Teaching and Non-teaching Staff members on Teachers' Day.	• Conducted on Sept.4, 2021.
14. Financial Assistance to deserving students	• Successfully continued.

15. Schedule of Academic and extra-curricular activities as per University Calendar for the session 2021-22	• Academic and extra-curricular plan as per University Calendar was planned and uploaded on the website in the beginning of the session.
16. Timely submission of AQAR for session 2020-21	• Submitted AQAR (2020-21) on Feb. 25, 2022
17. Seed Money for Research	• For strengthening research environment in the institution, seed money of 1,00,000 Rs was announced.
18. Organization of State/ National/ International Level Seminar/Quizzes	• An International Conference on the theme of Implementation of NEP, National Seminar by Department of Pol. Sc. and FDP by Department of Economics were organised.
19. Feedback from stakeholders	• The transition from manual to online feedback mechanism was successfully achieved in due course. The feedback was collected through Google forms from various stakeholders i.e. Students, Alumni, Teachers, and Parents, and analyzed with due consideration for upward mobility of the institution.
20. Academic and Administrative Audit	• It was decided to get the audit done as per schedule of the affiliating university.
21. Planned the Activity Calendar by the Teaching Departments	• The activity calendar of various Departments and Cells were planned in the beginning of the session for the smooth functioning of academics and co-curricular activities as well.
22. Risk Management Policy and SWOT Analysis	• Need for regular and viable measures were felt and it was recommended that appropriate inclusion be made in IQAC Action Plan.

23. Monitoring of student progression	• Different departments were requested to do the needful.
24. To reach out to the Alumni and Parents	• Online Meetings with Alumni and Parents were conducted on Founder's Day. A special drive was also initiated to identify Alumni in foreign countries.
25. Remedial Classes	• Faculty assessed the needs of students and special classes were held for weak students.
26. Upgradation of college website	• Successfully upgraded
27. Alumni Association	• It was decided that Prominent Alumni should be invited as chief guests on various events organized by the institution so as to Chapters of Alumni Association of various Departments to be started in order to track Student Progression and engage alumni in the overall mission, objectives and progress of the institution
28. Advance Constitution of committees	• Committees were constituted as per the precedence of Participatory Governance i.e. Principal in consultation with Staff Secretary before the commencement of new academic session
29. Exam reforms at Institutional level	• Successfully implemented.
30. To revise template for data submission to IQAC from Departments and faculty	• Template was revised as per requirements
31. To carry out Energy Audit	• Energy Audit was done on 14-03-2022.
32. To carry out Green Audit	• Green Audit was done on 16-03-2022.

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	28/11/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022	12/01/2023

15.Multidisciplinary / interdisciplinary

To introduce multidisciplinary approach for effective implementation of NEP, the college has faculty in twenty two subjects in Arts, Commerce, Science and Physical Education etc. The college has already worked out and identified potential subjects and institutions for widening choice of subjects and credit sharing. The institutions identified are RKSD College of Pharmacy, RKSD College of Education, RKSD Public School (for internship facilities), BRA Govt.College, Jagdishpura, Kaithal, IG College, Kaithal, MVS University, Mundri, Kaithal with 21 subjects already being taught in the college, the additional subjects identified for the purpose are Mass Communication, Tourism Management, Commercial Art, Psychology etc. As a centre of academic activities in the district, the college has taken various steps in organizing FDP and conference in collaboration with neighbouring institutions. In this way, the college has not only prepared itself for NEP at the local level, but has also made significant contribution to create conducive environment for a state level implementation. A two member committee of teachers has attended orientation course organised by Kurukshetra university besides several meetings to ensure institutional preparedness for implementation of NEP. Its salient features like curriculum and pedagogy with technological innovations in teaching and learning, encouraging participatory decision making and innovation, critical thinking and creativity drew special interest of Faculty. In order to facilitate all-round development of the students – intellectual, social, aesthetic, physical, emotional and ethical in an integrated and holistic manner, the college endeavors to include multidisciplinary approach in institutional activities, seminars and conferences. The institution is planning to extend this

vital component of NEP by addressing needs of incubation centre, startups, short-term and vocational courses. Career Guidance Cell is being geared up taking to redefine its role in changed scenario.

16.Academic bank of credits (ABC):

As an affiliate of Kurukshetra University (KU), Kurukshetra, the College is the first in the state to display distinct approach of readiness towards the NEP. Needful measures have been taken to implement academic bank of credit as per the guidelines issued by the university/state government. With the upcoming implementation of NEP in all the affiliating colleges w.e.f. academic year 2023-24, students will create a bank of credit which will be multidisciplinary in nature and transferable as per given flexibility under NEP.

17.Skill development:

Holistic development of the students is an inalienable part of the institutional Vision and Mission. The college offers its students elective courses in skill enhancement as per their aptitude and career orientation. Among the available courses with given curriculum, they make choices as best suited to their needs. Recently, the college got approval by the UGC to run Bachelor of Vocational in Banking, Financial Services and Insurance and two certificate courses on

Goods and Services Tax and Stock Markets. Towards the objective of developing employment generating skills among students, the college is in the process of signing MOUs with agencies or institutions having credible track record. The college has also practiced a sustained liaison and interaction with relevant stakeholders for on-the-job training, industry internship of our students of various undergraduate courses. College has been entrusted the responsibility of district co-ordinator to act as a nodal centre for Atmanirbhar Bharat Abhiyaan by Kurukshtera University, Kurukshetra. We have a working centre of skill development 'Swarojgar Kendra' in collaboration with Swadeshi Jagaran Manch, Kaithal, Haryana. The institution already focuses on the activities such as industrial and field visits, leadership training programme, internships, workshops and seminars for skill enhancement. For further enrichment of the students beyond curriculum, proper attempts are made to nurture their cognitive skills, language skills, personality development, team work, confidence building, writing skills, and behavioral skills. To keep the students community-centric and rooted in Indian knowledge and value system, the college engages students in celebrations of special days and festivals like Independence Day,

Republic Day, Yoga day, Environment day, Earth day, Death and Birth Anniversary of our National leaders. Such events help the students to imbibe the socio- cultural awareness. Mentoring and counseling of the students is also one of the major practices of the institution.Career Guidance and Placement cell tries to groom students according to their educational background, acquired skills, individual aspirations and abilities

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

The college is already offering courses in various Indian languages like Hindi, Punjabi, Sanskrit etc. and various degree programmes that keep them rooted in Indian culture and knowledge systems. In fact, the content and direction of the curricular and extra-curricular domains and spaces have an unmistakable commitment to this aspect. The affiliating University which basically designs and circulates curriculum of different degree courses is also active in this direction. Heavy investment is done for the promotion of Haryanvi Folk culture by grooming students with the help of professional experts of the field. Faculty members have contributed to collection and editing of relevant folk literature in oral form and have been recognized at the state and national level. Beside these initiatives, the College has a very rich library having more than 50000 books which include collection on vedic literature and very rare books on Indian knowledge system. The alumni of the institution, particularly of cultural and artistic orientation have left a mark through their indigenous productions available in virtual space

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

The college is well attuned to the teaching-learning practice adopting learning outcome based curriculum. Faculty design their teaching plans accordingly and tries to club theoretical explication with experiential learning. Since the College has a wide range of subject choices even in the given system prior to NEP, teaching methods adopted vary discipline wise leading a highly productive set of pedagogies practiced in classroom and genuinely targeting desired outcomes. In this regard, we are also exploring tie-ups for internships to provide experiential learning Furthermore, with e-platforms, resources shared with learners, learning outcome is also augmented outside the classroom.

20.Distance education/online education:

Due to Covid-19, the college has increasingly involved students in using the digital platforms for engaging classes, conducting e-

seminars, conferences and meetings. Like anywhere else in the world, online teaching-learning process of the College has broken the geographical barriers creating interactions of various experts with students. Hybrid mode of education combining online and offline resources, can be considered as the new normal, which is envisaged in New Education Policy as well, is getting settled as an integral part of the institutional functioning. Various technological tools have been put to practice by the students and faculty like Google Classroom, Zoom, Google meet, Google forms, Sheets, Microsoft Team, You Tube Videos.These teaching and learning aids have helped in their capacity building. At present, various departments of the college are running more than eleven add-on courses in in-person and hybrid mode.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**23**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**5381**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**1286**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**1685**

File Description	Documents
Data Template	View File

3.Academic

3.1	**156**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**174**
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**103**
Total number of Classrooms and Seminar halls	

4.2	**441.50993**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**200**
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 Institution has developed an effective curriculum delivery through a well planned, structured and effective process that is followed and chalked out of an institutional sub-calendar adhering to the given outline and timeframe as designed by the affiliating university, Kurukshetra University. The Teaching departments plan

and distribute courses through timetable among the faculty. The Principal in liaison with IQAC monitors timely and effective completion of the course with due inclusion of quality assurance methods. Through subject tours, Academic, industrial linkages and a series of interactive activities teaching-learning process gives practical insights and exposure into the curriculum. Delivery system further develops higher order cognitive skills such as critical analysis, problem solving, evaluation and synthesis. Students get ample time to use the library comprising online and physical learning resources and take part in extra co-curricular activities. Science departments have designed and published laboratory manuals for necessary use and reference. For needful academic clarity and guidance extra classes are arranged. After analyzing inputs received through feedback from students and faculty on teaching-learning needful action is taken. Faculty members participating in FDP, seminars/conferences and workshops share their experience and knowledge with the faculty at the college level through meetings and discussions.

File Description	Documents
Upload relevant supporting document	[View File]()
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 adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE) The college incorporates the academic calendar of the affiliating University and frames out an institutional sub-calendar adhering to the given outline and timeframe. The academic calendar of the College comprises a wide range of activities and pertaining to sports, cultural, NSS, NCC, clubs and subject societies. With learner friendly and skill enhancing methods, a decentered mechanism is adopted. The faculty pays adequate time and attention to understand and imbibe new methods of curriculum delivery. Acquisition of books and upgradation of learning resources in the library is a continuous process. The time table committee draws up a detailed time table which efficiently deploys the units of time for academic and co-curricular activities. Teaching-Learning process in routine includes delivery methods like quiz, debate, exhibitions, group discussions, poster making, PPT presentations, assignment workshops and seminars for effective Teaching- learning. Academic and industrial linkages

are planned for the benefit of the students. Specialized hands on training are arranged through industrial visits and to research organizations. As per the needs of the students in classroom and beyond classroom, mentoring sessions are conducted.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	**Nil**

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

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

1.2 - Academic Flexibility

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

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

NIL

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

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)

11

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

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

1151

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

1.3 - Curriculum Enrichment

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

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum Courses offered in the college It integrate issues related to gender, environment and sustainability, human values and professional ethics in its very curriculum. Issues related with environment and sustainability are integrated into courses of

Environmental studies, Zoology, Botany, Geography and Courses that teach human values in its curricula are Political science, Commerce and English. Professional ethics are integrated in the courses of English and Commerce. Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability by including these into the themes of Co-curricular and Extracurricular Activities also. NSS promotes environmental protection through tree plantation and other sustainable development programs. Celebration of various prominent days serve as a platform to enliven patriotic and moral values. Different social activities that have been initiated by the college like Voter's Awareness Program, Road Safety Campaign, Blood Donation camps, etc are organized from time to time. Major gender issues are focused and addressed through different activities in the college

File Description	Documents
Any additional information	View File
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

27

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	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

715

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://rksdcollege.ac.in/feedback-for-the-session-2021-22/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	**No File Uploaded**

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

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

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://rksdcollege.ac.in/feedback-for-the-session-2021-22/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

2105

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

921

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

2.2 - Catering to Student Diversity

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

The institution is committed to create an environment to nurture students from diverse backgrounds. The faculty and staff work towards providing equal learning opportunities through academics and co-curricular activities to all students. Learning level of students and their special needs are assessed regularly. Pedagogical and evaluation techniques such as creative assignments, exams, classroom assessment techniques, conceptual tests, assessing group performance are used. Besides these, faculty also assess them on the basis of presentations, curriculum based monitoring tests, observation and interaction.

Special programmes for advanced learners: Advanced learners are encouraged to prepare for higher studies. Anchor activities such as organization of academic events and paper presentation are envisaged to foster self reflection among advanced learners. Various types of special programmes such as knowledge dissemination, conferences, seminars, webinars, quizzes, professional and proficiency exams are conducted at different intervals. Various kinds of scholarships are provided to brilliant students.

Special programmes for slow learners: College arranges special classes and differential skill development programmes for slow learners. Regular mentoring is done to address the needs of slow learners. Counselling, social facilitation and academic advice whenever required and self-learning material is provided to students. Extra classes and special consultation sessions are organized to clarify doubts.

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

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

Number of Students	Number of Teachers
5381	**156**

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

The college encourages increasing emphasis on student centric methods to enhance their involvement as a part of participative learning and problem-solving methodology.For development of students, needful support is provided through various cells like career counseling cell, placement cell, and many other different clubs formed by respective departments. The student centric teaching is promoted by ensuring the classroom environment to be learner friendly. Students are guided to undertake projects to gain practical experience. Visits to various industries, sanctuaries and public places are organized for experiential/participative learning. Emphasis is given on proper academic preparation and syllabus completion. Entire campus has Wi-Fi facility to make available e-resources. Smart classroom facility is provided. Advance information is given about topics to be taught in the next class so that students can come prepared for active discussion with teachers. Critical thinking of learners is developed by asking them questions related to the topic during the lecture. Guest lectures by eminent

experts from various fields are organized. Library facility helps students in the process of selflearning. Discussion and debate on contemporary issues are encouraged so that students can reflect and analyze by eliciting the responses to the subject under discussion.

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

In addition to the chalk and talk method, the faculty members use the IT enabled learning tools. They use online education resources and social networking sites to effectively deliver teaching, and provide enhanced learning experience to the students. Department of computer science leads in the adoption of ICT enabled tools to render e-teaching. Fully equipped Language Resource center facility is available for developing communication skills among students. LED projectors are used for screening educational movies, documentaries and for powerpoint presentations. YOUTUBE, EMAIL, WHATSAPP group, ZOOM CLOUD MEETING, GOOGLE-MEET are used as platforms to communicate, provide study material and syllabus, make announcements, conduct tests, upload assignments, make presentations, address queries and share information, etc. Internet and wi-fi facility is made available to all the students. Fundamentals of information technology is a compulsory subject that is taught in the first semester of all the streams to equip students with technology based basic learning tools.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<u>View File</u>

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

156

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

156

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

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

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

107

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

872

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

2.5 - Evaluation Process and Reforms

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

The college adheres to the guidelines and rules issued by the affiliating University for preparing internal assessment of students. The college has a transparent and robust evaluation process in terms of frequency and variety to ensure transparency in the internal assessment system. The system of internal assessment is circulated among the students well in time. At the entry level admissions are given purely on merit basis and lists of admitted students are displayed on notice board. Students are assessed continuously through the evaluation process at college and university level. Continuous evaluation is made through group discussion, unit test, assignment submission, field visit and seminar presentation. Each student has to submit two assignments in each semester. Assignment topics are discussed with the students in advance. Besides this, one internal test in each subject is conducted. On the basis of assignments, internal tests and attendance of the students in class, internal assessment marks are given to students and a complete record of these is maintained by each faculty member. Every teacher is required to upload the internal assessment of students on the university portal.

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

At the college level an Exam committee consisting of senior teachers as convener and other teaching and non teaching staff as members is constituted to handle the issues regarding the evaluation process.

For making the system effective, the following measures are taken:

At College level

If a student is not able to appear for internal examination due to medical or any genuine reason, examination is conducted for that student as per norms provided that he/she submits application with proper documents. If any student scores less marks and wants to improve in that subject he/she can appear for the improvement examination. The answer sheet of such students is assessed by the faculty once again in the presence of students. Any correction in assessment of answer books as identified by the students are immediately done by the faculty members.

At University level

With reference to evaluation, if the student scores less marks than expected he/she can apply for revaluation of his/her answer script after paying the prescribed fees. University provides the photo of the answer sheet to students regarding any grievances with reference to evaluation. Students can apply for revaluation if she/he feels that evaluation is not correct.

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

2.6 - Student Performance and Learning Outcomes

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

Mechanism of Communication

The College has well stated Course Outcomes (COs), Programme Outcomes (POs) as well as Programme Specific Outcomes (PSOs) duly recommended from IQAC and approved by Academic Council, and there is a structured mechanism to communicate the same to the teachers and students. Soft Copy of syllabi and Course Outcomes (COs), Programme Outcomes (POs) as well as Programme Specific Outcomes (PSOs) is displayed on the college website. Hard copy is available in the departments for ready reference to the teachers and students. The importance of the Course Outcomes (COs), Programme Outcomes (POs) as well as Programme Specific Outcomes (PSOs) has been communicated to

the teachers in various meetings of Staff Council, Academic Council and during IQAC Meetings in the college. The students are also made aware of the same through Tutorial and mentor periods.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://rksdcollege.ac.in/pos-psos-and-cos/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Affiliated to Kurukshetra University, Kurukshetra, the college offers undergraduate, Postgraduate and certificate courses under the faculty of Arts, Commerce and Science. For these courses and programs, the college follows the curriculum designed by the affiliating university. The program outcomes, program specific outcomes and course outcomes are evaluated by the college and the same are communicated to the students in the formal way of discussion in the classroom. Knowledge and skill that students acquire in their subjects and also their capacity for critical thinking are evaluated through continuous internal evaluation, end semester examination and personal interaction. Dropout rate is low, majority of students pass in first class and many with distinction. Course outcomes are also calculated through university examination results. However, exact levels are finalized at the college level. Attainment of programme outcomes, programme specific outcomes and course outcomes is done through direct method such as result analysis, and indirect method such as students' feedback help to improve the quality of Education in the institution. Attainment of these outcomes appears to be excellent as the pass percentage of students is good. Many students get employment opportunities in different sectors such as Banking, Insurance, Teaching, Accounts and Auditing, etc.

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

1053

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	https://rksdcollege.ac.in/wp-content/uploads/2023/05/Annual-Report-2021-22.pdf

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://rksdcollege.ac.in/student-satisfaction-servey-sss/

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	View File
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

`1`

File Description	Documents
Any additional information	<u>View File</u>
Institutional data in prescribed format	<u>View File</u>

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

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

`NIL`

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

3.2 - Innovation Ecosystem

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

- **The institution has a special provision of Seed money of Rs. 1,50,000 to the faculty interested in research.**
- **National/International seminars/conferences/FDPs/PDPs are organized to promote research, Indian Knowledge System, Intellectual Property Rights (IPR) and transfer of knowledge from time to time.**
- **Participation of Faculty in seminars and conferences is promoted through reimbursing registration fee and providing academic leave for presentation of their research at National/International level.**
- **The library and learning resources of College have various National and International periodicals, journals, encyclopedias, dictionaries, very rare manuscripts, magazines and newspapers to strengthen the research environment. Besides this, it also provides the facility of e-journals, e-books, e-**

newspapers and databases through subscribing to the N-LIST program, a part of e-Shodhsindhu.

- Five annual Student Research Assistantships are available in the College since 2019-20 to promote research providing Rs. 10,000 to each selected student. Currently, five students are availing this scholarship instituted by a serving faculty from his own resources.
- A number of faculty members are involved in the supervision of Ph.D. students as co-supervisors in association with the affiliating university or credible private universities offering such scope.

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

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

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

5

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

3.3 - Research Publications and Awards

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

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

1

File Description	Documents
URL to the research page on HEI website	https://rksdcollege.ac.in/wp-content/uploads/2023/04/PhD-Supervision.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

10

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

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

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

29

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

3.4 - Extension Activities

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

- **The College has consolidated its vision and practice of extension activities in a major initiative of Open Air Fitness**

Centre devoted to community well-being as a part of Fit India Movement.

- The NSS and NCC units of the college organize various cleanliness drives in adopted villages and areas, Swachh Bharat Abhiyan, Swatch Bharat Summer internships and Swachhta Pakhwara to make students and community aware of the importance of cleanliness.
- NSS units of the collegeorganize Blood donation camps to encourage the students to step forward and donate blood for contributing to society.
- Covid-19 Vaccination drive wasorganized by NSS unit of the college for the students as well as for the general public.
- Street play 'Shiksha Ka Adhikar' in village Batta/Diwal was organized jointly by literary committee and Women cell to spread awareness about girls' education.
- NSS and NCC units also organize tree plantation campaigns regularly. The College campus and the community locations adopted exhibit meaningful outcomes in a major way.
- NCC unit of the college organized a Statue Clean Drive on the occasion of Vijay Diwas.
- Department of Physical education in coordination with NSS and NCC units ensure active participation in Fit India Movement Run.

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

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

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

21

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	View File

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

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

8

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

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

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

707

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

3.5 - Collaboration

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

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

6

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

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

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

9

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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 institution has adequate infrastructure and physical facilities for quality teaching-learning under a single well-maintained campus spread over 11.52 acres with 103 well-furnished classrooms equipped with latest apparatus and 26 laboratories (15 Science labs, 09 Computer labs equipped with 201 computers and all other devices to enhance the teaching-learning capacities, 01 language resource centre equipped with latest audio-visual facilities, and 01Geography Lab). The college has 01 Central Library & 02 Departmental libraries to cater the information needs of the faculty and students, 7 seminar halls including 01 conference room and 01 committee room and 01 Main Hall namely Ram Krishan Hall to provide adequate facilities of conducting seminars, debates, workshops, competitions and cultural activities for all-around development of the students.

Besides this, there are 2 Common air-conditioned Staff Rooms and 16 Departmental Rooms. There are separate common rooms and canteens for boys and girls equipped with modern furniture and standard amenities for recreational purpose. Besides above, A modernized cafeteria having all facilities considering all modern means of hygiene and refreshment is available and a well-managed parking is available to facilitate the direct link to road.

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.

The college has 02 playgrounds, the main playground (120 m x 68 m) having a track of 200 Meter for athletes and 01 Football Ground (100x60 yards), 03 Gymnasiums and 01 Outdoor Gymnasiums established in 2020-21), 01 Indoor Basketball Court (28mx15m) established in 2015-16, 01Outdoor Synthetic Basketball Court (28mx15m) established in 2020-21, 01 Outdoor Lawn Tennis Court established in 2020-21, 01 Indoor Boxing Ring (24mx24m) established in 2015-16, 01 outdoor Boxing Arena (24mx24m) and 01 Shooting Range (10 meter) established in 2020-21, 01 Outdoor Volley Ball Court (9mx18m), 01 Indoor Table Tennis Court, 02 Indoor Badminton Courts (22mx44mm)established in 2018-19 and 2020-21 respectively, 01 Cross Trainer and 01 Treadmill installed in the same year 2020-21. The college has 01 Art and Cultural Complex, 01 'Choupal'-a platform for discussions and debates on socio-political issues etc., 05 seminar halls. Besides this, there is an indoor stadium (90ftX130ft) constructed in 2014-2015 having latest facilities for indoor games like Yoga, Table-tennis, Badminton, Weight-lifting, Power-lifting and Boxing etc. User Rate is approximately 105 . In 2021-22, A Squash Court (31 ft x 21ft) wasadded. One of the outdoor stadiums has been developed and put to massive community use as an Open Fitness Centre.

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.

103

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)	<ins>View File</ins>

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)

102.70085

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

4.2 - Library as a Learning Resource

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

? Name of ILMS software : Ram Krishan Library Automation Software

? Nature of automation (fully or partially) : Fully

? Version : 3.2

? Year of Automation : 2019

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

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   **D. Any 1 of the above**

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

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)

2.49

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

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

196

File Description	Documents
Any additional information	**No File Uploaded**
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 college has ICT facilities to ensure efficient teaching learning environment with 239 computers, 07 ICT enabled seminar halls with AV facilities, including 01 Smart Seminar Hall, 01 Conference Hall and 01 Committee Room, 103 wifi enabled Classrooms connected with internet leased line (100 mbps) dual band facility to facilitate wifi enabled campus. The College continuously strives to provide state-of-the-art technologies and update its ICT facilities to ensure efficient teaching learning environment. Besides this, some more required items have been added during 2021-22 to strengthen the teaching with ICT facilities to the faculty and students, continuously. For this purpose, 38 computers purchased for computer lab in evening session during 2021-22 and 01 wifi-enabled photocopier (12.02.2022) was purchased from RUSA grant.

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

4.3.2 - Number of Computers

200

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

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

261.02869

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.

The college has a master plan for creation, enhancement and maintenance of its infrastructure in order to promote an efficient teaching-learning environment. Advisory Committee, Staff Council and IQAC are involved in defining procedures and policies, framing guidelines to maintain and utilize physical, academic and support facilities.

Functioning of Departments: All the teaching departments work on their academic agenda and decide their departmental activity calendar. Departmental requirements are brought to the notice of the Principal for approval. In this decentralized functioning, senior most faculty in dept. functions as HOD who assists the Principal in distribution of workload and other administrative activities of the department.

Faculty Committees and Day to day Administration: The Principal in

consultation with IQAC and Staff Secretary constitutes different committees comprising teaching and non-teaching staff for specific purposes. Each committee has faculty member as Convener/Coordinator and Principal as the Chairperson.

Governing Body: Duly elected GB with a nominee of Vice Chancellor and DGHE, Govt. of Haryana, Teachers' representatives and representatives of non-teaching staff function in compliance with the rules and regulations of the affiliating University and Govt. of Haryana. Principal is the member-secretary of the GB. Meetings are held as per K.U.K Calendar and norms.

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

2813

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<u>View File</u>
Upload any additional information	<u>View File</u>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

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

868

File Description	Documents
Upload any additional information	View File
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	https://rksdcollege.ac.in/capacity-building-enhancement-scheme/
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

333

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

333

File Description	Documents
Any additional information	View File
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

A. All of the above

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

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

20

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

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

5.2.2.1 - Number of outgoing student progression to higher education

250

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

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

57

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

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.

56

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

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

The elections of Student Council were not held in 2021-22. However adequate representation was given to students by including them in important committees like IQAC, Library committee, Alumni association, Women Cell, Grievance Committee and Cultural Committee etc. Students are given adequate representation in a participatory manner. Students are given organization position and assignment in planning and organizing relevant activities and functions of various subject societies.

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

16

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

5.4 - Alumni Engagement

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

Response

(Regn.no. 3052/ 2002-2003 dated 27.03.2003) Association Name: R.K.S.D. (PG) College Alumni Association.

Aims and Objectives:

1. To contribute towards institutional Vision and Mission.

2. To foster the spirit of brotherhood and comradeship among the alumni of college.

3. To collect and utilize funds to finance student welfare and other schemes in the college as approved by the association.

4. To engage Alumni in social responsibility actions and cultural functions.

5. To promote intermittent need-based interaction with current students of the college.

Membership:

1. Persons who are graduates and post-graduates of the college.

2. Permanent faculty, retired faculty and guest faculty with a teaching experience of three or more years in the institution.

3. Elected office bearers of the management, Principal of the college and honorary members.

Kinds of Meetings

1. At least one meeting of the association to be held during each calendar year preferbly on Founder's day.

2. Other general meetings called by General Secretary.

3. Special meetings called by President.

4. Frequent interaction of the Alumni through its Departmental chapters.

Alumni visit the college from time to time and give valuable suggestions for improvement of the

College. In order to renew their companionship and ties with it, in the post-pandemic phase, the college has witnessed a new trend in which the Alumni of one complete batch visited the college campus. The first meet of this kind was held on 15.08.21 in which 35 alumni of 1975 commerce batch participated. On 05.12.2021, this process of alumni meet continued.

File Description	Documents
Paste link for additional information	https://rksdcollege.ac.in/alumni-2/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)   A. ? 5Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The College has a credible track record of adhering to vision and

practices of transparent, participatory, community-oriented and student-centric mode of governance. It seeks to achieve a wholesome synergy between academic practices, social empathy, cultural biases and cocurricular responsibilities so that all stakeholders, particularly the students, may be benefited and the institute may develop to their fullest potential. Parent body Rastriya Vidya Samiti, Governing Body (GB), Principal along with teaching and non-teaching staff strive to fulfil the vision and mission of the college.

Reflection of Mission and Vision in the leadership of institute in ensuring:

1. The policy statements and action plans: The Governing Body delegates authority to the Principal who, in turn share it with the different levels of functionaries in the college, which implement the Perspective/Strategic Plan in a systematic and phased manner.
2. Formulation of action plans: The Principal makes action plans in consultation with faculty members after reviewing the outcomes from implementing previous action plans.
3. Interaction with stakeholders: The Principal ensures that all stakeholders are involved in different activities. For the reinforcement of cultural excellence, the vision, mission, quality policies are kept wide open to all stakeholders for their suggestions.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File]()

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

The Institution has adopted the decentralization and participative management in the process of academic and administration. Governing Body (GB) gives generous freedom and flexibility to the Principal together with the Staff Council to lead all the academic and administrative activities of the college. It provides needful space for academic freedom and flexibility. The functioning of the GB is fully participatory and in compliance with the norms of the

affiliating University and state government. Goals are fixed by the Principal, Advisory Council (AC) and staff council (SC) in accordance with vision and mission of the Institution.

The SC meetings are held to exchange necessary inputs and deliberate on major academic and administrative activities of the college. The Secretary of the SC is elected in a democratic way. The meetings of SC are held with a proper agenda and openness to deliberations on important issues, which are given adequate consideration and time. The Principal after consulting the Secretary, SC constitutes various committees and ensures that all members of staff play active role in the micro-level governance of the College. The Principal engages with government and external agencies, while faculty members maintain interaction with the relevant departments of the affiliating university.

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

Construction committee of the College is a representative body which acts as an advisory body for construction activities of the college. For the smooth functioning of the Construction Committee, it is headed by a Convener appointed by the Principal, alongwith various members from teaching and non-teaching staff members like Supervisor, Plumber, Electrician, Carpenter, etc. After getting feedback from the stakeholders, an action plan is chalked out fro construction/renovation/augmentation of physical infrastructure. The Principal calls a meeting of the construction committee and place the proposal for discussion. The committee members discuss the issue and put their suggestions for the construction activity. The principal places the proposal in front of the GB for final approval.

The committee is entrusted with the duty to look after all construction activities of the college

1. It carries out all the construction projects.
2. It looks into the collection, preservation and utilisation of building materials.
3. Time to time review of the progress of the construction work

is also made by the committee members.
4. It has to look over the maintenance of the buildings of the college and to put suggestions for renovation if and when necessary.
5. It has to select engineer/architect/technicians/labour where technical expertise is required.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
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 College Governing Body of the college, which is elected every three years as per Society Act of Haryana Government guidelines under Kurukshetra University, formulates the broad policy matters. It comprises of 21 members- President, Vice-President, General Secretary, Treasurer, Nominated Members (11) and Principal (Member Secretary), Teacher's Representative (2), Non-teaching Representative(1), State Govt. and Affiliating Representative (1 each) The general management of the college is vested with the Principal. The Principal is also assisted by an Advisory Council which is constituted by the senior most faculty representing different streams and special invitees as necessitated by the agenda at hand. The overall functioning of the institution is reasonably participatory for students of different social backgrounds, girls and students with special needs. As a wellestablished precedence, there is a Staff Council which is chaired by the Principal. The Principal in consultation with IQAC and Staff Secretary constitutes various committees for planning and implementation of academic, administrative and functions. For proper planning and implementation, different ommittees are formed with the Principal as Chair. All academic, logistic, and operational policies are decided at different levels in the GB, Advisory Council, the IQAC, Staff-Council and respective committees. Significant committees of the college are given adequate representation.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	https://rksdcollege.ac.in/organogram/
Upload any additional information	**No File Uploaded**

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

Welfare Schemes for Teaching and Non-teaching staff

1. **Contributory PF, Pension (OPS and NPS) and gratuity for staff under aided structure.**
2. **EPF for faculty appointed under self-financing scheme.**
3. **Contribution towards group insurance.**
4. **Maternity leave for eligible staff members**
5. **Liberal loans/Advance from management account to meet emergency needs of staff.**
6. **A welfare society of the members from teaching employees for extreme exigencies**
7. **Faculty members whose students score top positions in the University Exams are honoured by management on Teachers' Day every year.**
8. **Festival advance, wheat loan and uniform/liveries to non-teaching staff.**

9. Liberal gifts, cash incentive on Diwali and other college functions to all non-teaching staff members.
10. Fee concession to wards of Teaching staff in the college as well as in sister Institutions.
11. Recreational Facilities like Gymnasium Hall, Open Gym Facility, Yoga, staff room, etc
12. A healthy and supportive working environment & infrastructure.
13. Official celebration of farewell of retiring staff member with liberal cash gift from the Management.
14. The College has six staff quarters in the campus which are allotted to the non-teaching staff members as rent free accommodation.
15. An effective mechanism is adopted to quickly give NOC to any employee who has applied for equivalent or higher post in any other Institution.

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

132

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)	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

05

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
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)	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

48

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
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

An effective performance appraisal system plays a crucial role in managing the organization in an efficient manner. It strives to enhance the overall organisational performance of teams and individuals; it ensures the overall organizational mission and vision are achieved. In line with this, the Institute is using the performance-based assessment system recommended by the UGC and the

State Government (PBAS). In this scheme, the performances are classified into three categories: (i) Teaching, Learning and Evaluation related activities, (ii) Co-Curricular, Extension and Professional Development related activities (iii) Research Publications and Academic Contributions, carrying weightages 100:75:300 respectively. These are called Academic Performance Indices (API). At the end of each academic year, the data pertaining to the above categories are collected from the concerned faculty member in the Proforma suggested by UGC and adopted by the affiliating University. Based on the data collected, API scores are calculated for each of the three categories. These scores are used for the award of career advancements to faculty members and for promotion to next higher position.

As such there is no performance appraisal system followed for non-teaching staff in the institute.

The outcome of this process comprises constructive criticism, healthy discussions and probable solutions for the lapses.

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

The Institution has established a mechanism for conducting transparent internal and external audits on the financial transactions every year to ensure financial compliance of financial norms/regulation. The mechanisms used to monitor effective and efficient use of financial resources are as below:

- Preparing of Budget before the commencement of every
- financial year.
- The expenses are monitored by the accounts department as per
- the budget allocated.

The Bursar appointed by the Principal from amongst the

teaching staff Internal audit is conducted half yearly by the

**internal financial committee (IFC) and internal audit is conducted
once in every year by chartered accountant (CA).**

Process of the internal audit:

**All vouchers are audited by an IFC on half yearly basis, by
thoroughly checking the expenses incurred under different heads by
verifying the bills and vouchers. If any discrepancy is found, the
same is brought to the notice of the principal.**

Process of the external audit:

- **The accounts of the college are audited by CA (every year),
  Affiliating University (2-3 years), DGHE (2-3 years),
  Scholarships (annual) and AG Haryana (3 years), as per the
  government rules.**
- **The institution did not come across any major audit objection
  during the preceding years.**

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)

4.3397

File Description	Documents
Annual statements of accounts	[View File]()
Any additional information	**No File Uploaded**
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

The College is poised to grow and make its mark in global scenario

by providing requisite funds and optimal use of resources. Since it is an Aided College, primary sources of funds are student fees and Grant-in-aid from State Government as per Grant-in-aid policy and budgetary allocations. However, for meeting the upcoming requirements for research and teaching-learning resources, the College also mobilizes its resources through the following measures:

- The parent body of the institute has created a corpus of funds, which is utilised at the time of need of the college.
- Strong intake in the 16 self-financing courses and the tuition fee charged from students of aided courses as per the university and government normsact as a major fund generating resource.
- Salary grant of Full Time Permanent teachers and non-teaching staff, from the State Government.
- Grants from the UGC and RUSA 2.0 for the development and maintenance of Infrastructure and to upgrade the Learning Resources and Research.
- Financial and non-financial support from alumni, discretionary grants from various organs of the government, non-government bodies, individuals and Philanthropists.
- Sponsorships are sought from individuals and corporate for various events.
- Fee collected by conduct of FDP, conferences, workshops etc.
- Rental income from leased out property

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 has contributed significantly for institutionalising the quality assurance strategies and processes through the following two practices:

1. Construction of New Cafeteria

After receiving feedback from the students and other stakeholders

IQAC suggested the construction of a New Cafeteria. After the suggestion of IQAC the new cafeteria was built out of the grant received under RUSA 2.0. The New Cafeteria was designed aesthetically and more user-friendly. It was designed with a ramp, so as to make it safer and more accessible. The new cafeteria has all the amenities like a smoke-free kitchen, a facility of RO Drinking water, separate washrooms for girls and boys students and bigger seating areas for students with ergonomic furniture.

1. Organisation of Seminars and conferences for the successful implementation of NEP-2020

Two conferences/seminars were organised for this purpose. Three-Day Multi-Disciplinary International Conference on "New Policy Imperatives-NEP 2020 of India Role of Education, Teaching and Academic Administrators" organised by RKSD College, Kaithal in collaboration with MVSU, Mundri, Kaithal and HCTA held on 12th-14th November, 2021. A two-day FDP on "Implementation of NEP-2020: Role of Teachers" was organised by the IQAC and Department of Economics in collaboration with CBLU, Bhiwani, on 6th -7th May 2022.

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

Institute highlights on learner-centric education approach which organizes variety of events for the usage of different types of techniques that shifts the role of the teachers from contributors of information to facilitating student learning through appropriate practices. IQAC has contributed significantly reviewed and implemented the teaching for institutionalizing the quality assurance strategies and processes through the following two practices:

1. Digital Learning:

The use of ICT tools has become an integral part in teaching-learning process. IQAC always encouraged teachers to utilize these tools in classroom teaching and laboratories. IQAC prepared a plan

and advised the administration to enrich ICT infrastructure by constitution of Digital Learning Logistic Committee which looks after the purchase of advanced ICT tools, broadband internet, Wi-Fi facility and subscribing to Google Suite. Periodically IQAC has trained teachers and non-teaching staff to use ICT by arranging different workshop.

2. Innovative Teaching-learning reforms:

During the pandemic the online classes became a new normal. To facilitate the students IQAC suggested that few innovative methods may be adopted for making the Teaching Learning process more effective and interactive. After suggestions from IQAC the faculty

included webinars, quizzes, online competitions, interaction with eminent scholars, etc.

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

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://rksdcollege.ac.in/annual-reports/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

- **Awareness programs, counseling sessions, street shows, self-defense training camps and campaigns for the education and protection of the girl students have been a regular feature of cells/committees in the college.**
- **While maintaining gender neutrality, representation is provided to the male as well as female faculty members in the administrative, academic, and cultural committees of the college such as IQAC, NAAC, Legal Literacy Cell, Examination Committee, Career Counseling & Placement Cell etc. For the last five years the important committee of the college i.e. IQAC is being led by the female member.**
- **Equal opportunities are provided to the girl students in the selection criterion of NCC cadets and NSS volunteers.**
- **Equal opportunities are provided to the girl students in various sports such as-Basketball, Badminton, Boxing, Football, Kabaddi, Weightlifting, Wrestling, Shooting, Judo and Table Tennis State Championship etc.**
- **To promote gender sensitization in the campus, various extension lectures and talks are conducted on regular basis by the NSS units, Women Cell and Legal Literacy Cell of the college.**
- **International Women's week and International Women's Day are celebrated every year with holding extension lectures on 'Women Empowerment' & 'Marathons by the NSS units, Legal Literacy Cell, and Women Cell.**

File Description	Documents
Annual gender sensitization action plan	https://rksdcollege.ac.in/gender-sensitization-plan/
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	https://rksdcollege.ac.in/specificfacilities-provided-for-women/

7.1.2 - The Institution has facilities for

B. Any 3 of the above

**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**

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 college has taken proactive measures to manage and utilize various types of waste generated on campus in an efficient and eco-friendly manner. This includes producing Vermi Compost fertilizer by composting dry leaves, green waste, and other plant materials in specially designated pits. An agreement has been established for the proper handling of E-waste, which is stored separately on campus. Additionally, old materials and waste items are auctioned annually based on recommendations from the Waste Material Disposal Committee, while hazardous chemicals and radioactive waste are securely stored and safely disposed of as per regulations. Efforts are underway to repurpose waste materials within the campus premises whenever possible.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	[View File](#)

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	[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: **B. Any 3 of the above**

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

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Various policy documents / decisions circulated for implementation	[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   **B. Any 3 of the above**

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

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

C. Any 2 of the above

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

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

- **The college boasts a diverse community of teaching and non-teaching staff representing various socio-cultural and religious backgrounds, all united in supporting national integrity and social harmony.**
- **Students actively participate in cultural events such as**

Haryana Day, Ratnawali festival, and Zonal Youth Festivals, promoting and conserving Haryanvi folk culture.

- Traditional competitions like Sanjhi making, Fuljhari making, and Binderwal making are organized annually, connecting students with age-old local traditions.
- Religious festivals including Diwali, Gurpurab, Teej, Baisakhi, Makar Sakranti, and Guru Ravi Das Jayanti are celebrated with enthusiasm, fostering communal harmony.
- Special observances like Sadbhavna Divas, Rashtriya Ekta Divas, and Communal Harmony Week are marked with activities promoting unity and brotherhood among students.
- NSS volunteers and program officers actively participate in promoting unity and brotherhood, contributing financially to communal harmony initiatives.
- Cultural programs like Haryanvi Chaupal, Skit, and Saang serve as platforms to propagate values like honesty and tolerance, addressing social issues.
- Students are encouraged to participate in promoting Haryanvi Saang at state and national levels, preserving Haryana's cultural heritage.
- These initiatives not only enrich students' cultural experiences but also cultivate a sense of unity, respect, and understanding, enhancing the college community and broader society.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
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

Every year, Constitution Day on November 26 is commemorated with diverse activities like photo exhibitions, book displays, and poster competitions, aimed at sensitizing students and staff about constitutional obligations, values, rights, and duties. Students gain insights into various acts of the constitution alongside understanding their roles as citizens.

Similarly, National Voters Day on January 25 is observed with activities encouraging voter participation, including taking pledges to cast votes. District administration collaborates to conduct

awareness programs, fostering a culture of active citizenship among students.

The Legal Literacy Cell consistently organizes programs to enhance students' self-awareness and promote legal culture, elucidating their rights and duties in different contexts.

During the COVID-19 pandemic, the college contributed significantly to society by providing PPE kits and donating funds to the CM and PM Relief Fund. Vaccination camps were also organized to ensure community health.

Independence Day and Republic Day are celebrated annually with flag hoisting ceremonies and cultural events, reinforcing the spirit of patriotism and national pride within the campus community.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://rksdcollege.ac.in/professional-development-program/
Any other relevant information	Nil

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

The institution actively engages in commemorating national and international events, festivals, and significant days, fostering a spirit of inclusivity and unity among its community. Constitution Day on November 26th is celebrated annually with various activities such as photo exhibitions, book displays, and poster competitions, aiming to sensitize students about constitutional acts, rights, and duties.

National Voters Day on January 25th is observed with activities encouraging voter participation and awareness programs conducted in collaboration with the district administration. International Women's Day, Sadbhavna Diwas, Diwali, Mahatma Gandhi Jayanti, and other significant national days are also commemorated with enthusiasm, reflecting the institution's commitment to diversity and harmony.

Moreover, Independence Day and Republic Day are celebrated with solemnity and grandeur, featuring flag hoisting ceremonies and cultural programs, instilling a sense of national pride and unity among students and staff. These celebrations serve as reminders of the importance of upholding constitutional values, civic responsibilities, and the ideals of peace and equality advocated by Mahatma Gandhi.

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.

Title of the Practice

Ground Water Recharge Initiatives to eliminate flood threat and check water table depletion

Objectives of the Practice

To protect the campus and the adjoining area from rain water caused floods To develop the mechanism for artificial recharge of rain water to the groundwater aquifer so as to compensate over exploitation

The Context

As location of the campus is on Ambala road with around 500 meter facing and down from the level of the road, 20-30 minutes heavy rain used to cause flood like condition on road with water entering college administrative block as well as class rooms.

The Practice

College developed mechanism of storm water management by diverting excess water accumulated in front of campus to the playground through two strategically laid channels. Playground stores water for the time till it moves underground through artificial recharge system/wells thus avoiding the flood like situation in the area.

Evidence of Success

After successfully implementing of various initiatives, it has been observed that during consecutive rainy season there has not been any

episode of flood in the campus/adjoining area.

Problems Encountered and Resources Required

The experiment has been quite successful without much expenditure.

File Description	Documents
Best practices in the Institutional website	https://rksdcollege.ac.in/best-practice/
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

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

The institution's unique identity is rooted in its rich history and pivotal role within the community. Established in 1954, it has evolved into a cornerstone not only for the town but for the wider region. Over nearly seven decades, it has consistently been the preferred destination for students, earning acclaim as a leading educational establishment.

Beyond academic excellence, the college stands out as a nurturing ground for budding athletes and artists. Strategically located at the heart of the town, it serves as a vibrant cultural center, hosting a plethora of Haryanvi cultural events, literary gatherings, and social functions. Its dynamic activities frequently grace the pages of prominent newspapers, showcasing its lively environment.

Moreover, the institution prides itself on its extensive alumni network, comprising individuals who fondly recall their formative years here and have gone on to make significant contributions both locally and globally. This strong alumni bond underscores the college's enduring impact on the lives and careers of its students, further cementing its distinctive position within the educational landscape.

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 Institution has developed an effective curriculum delivery through a well planned, structured and effective process that is followed and chalked out of an institutional sub-calendar adhering to the given outline and timeframe as designed by the affiliating university, Kurukshetra University. The Teaching departments plan and distribute courses through timetable among the faculty. The Principal in liaison with IQAC monitors timely and effective completion of the course with due inclusion of quality assurance methods. Through subject tours, Academic, industrial linkages and a series of interactive activities teaching-learning process gives practical insights and exposure into the curriculum. Delivery system further develops higher order cognitive skills such as critical analysis, problem solving, evaluation and synthesis. Students get ample time to use the library comprising online and physical learning resources and take part in extra co-curricular activities. Science departments have designed and published laboratory manuals for necessary use and reference. For needful academic clarity and guidance extra classes are arranged. After analyzing inputs received through feedback from students and faculty on teaching-learning needful action is taken. Faculty members participating in FDP, seminars/conferences and workshops share their experience and knowledge with the faculty at the college level through meetings and discussions.

File Description	Documents
Upload relevant supporting document	[View File]()
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 adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE) The college incorporates the academic calendar of the affiliating University

and frames out an institutional sub-calendar adhering to the given outline and timeframe. The academic calendar of the College comprises a wide range of activities and pertaining to sports, cultural, NSS, NCC, clubs and subject societies. With learner friendly and skill enhancing methods, a decentered mechanism is adopted. The faculty pays adequate time and attention to understand and imbibe new methods of curriculum delivery. Acquisition of books and upgradation of learning resources in the library is a continuous process. The time table committee draws up a detailed time table which efficiently deploys the units of time for academic and co-curricular activities. Teaching-Learning process in routine includes delivery methods like quiz, debate, exhibitions, group discussions, poster making, PPT presentations, assignment workshops and seminars for effective Teaching-learning. Academic and industrial linkages are planned for the benefit of the students. Specialized hands on training are arranged through industrial visits and to research organizations. As per the needs of the students in classroom and beyond classroom, mentoring sessions are conducted.

File Description	Documents
Upload relevant supporting document	View File
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	A. All of the above

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

1.2 - Academic Flexibility

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

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

NIL

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)

11

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

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

1151

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

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human

Values, Environment and Sustainability into the Curriculum

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum Courses offered in the college It integrate issues related to gender, environment and sustainability, human values and professional ethics in its very curriculum. Issues related with environment and sustainability are integrated into courses of Environmental studies, Zoology, Botany, Geography and Courses that teach human values in its curricula are Political science, Commerce and English. Professional ethics are integrated in the courses of English and Commerce. Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability by including these into the themes of Co-curricular and Extracurricular Activities also. NSS promotes environmental protection through tree plantation and other sustainable development programs. Celebration of various prominent days serve as a platform to enliven patriotic and moral values. Different social activities that have been initiated by the college like Voter's Awareness Program, Road Safety Campaign, Blood Donation camps, etc are organized from time to time. Major gender issues are focused and addressed through different activities in the college

File Description	Documents
Any additional information	View File
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

27

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	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

715

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	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	https://rksdcollege.ac.in/feedback-for-the-session-2021-22/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://rksdcollege.ac.in/feedback-for-the-session-2021-22/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

2105

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

921

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

2.2 - Catering to Student Diversity

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

The institution is committed to create an environment to nurture students from diverse backgrounds. The faculty and staff work

towards providing equal learning opportunities through academics and co-curricular activities to all students. Learning level of students and their special needs are assessed regularly. Pedagogical and evaluation techniques such as creative assignments, exams, classroom assessment techniques, conceptual tests, assessing group performance are used. Besides these, faculty also assess them on the basis of presentations, curriculum based monitoring tests, observation and interaction.

Special programmes for advanced learners: Advanced learners are encouraged to prepare for higher studies. Anchor activities such as organization of academic events and paper presentation are envisaged to foster self reflection among advanced learners. Various types of special programmes such as knowledge dissemination, conferences, seminars, webinars, quizzes, professional and proficiency exams are conducted at different intervals. Various kinds of scholarships are provided to brilliant students.

Special programmes for slow learners: College arranges special classes and differential skill development programmes for slow learners. Regular mentoring is done to address the needs of slow learners. Counselling, social facilitation and academic advice whenever required and self-learning material is provided to students. Extra classes and special consultation sessions are organized to clarify doubts.

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

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

Number of Students	Number of Teachers
5381	156

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

The college encourages increasing emphasis on student centric methods to enhance their involvement as a part of participative learning and problem-solving methodology.For development of students, needful support is provided through various cells like career counseling cell, placement cell, and many other different clubs formed by respective departments. The student centric teaching is promoted by ensuring the classroom environment to be learner friendly. Students are guided to undertake projects to gain practical experience. Visits to various industries, sanctuaries and public places are organized for experiential/participative learning. Emphasis is given on proper academic preparation and syllabus completion. Entire campus has Wi-Fi facility to make available e-resources. Smart classroom facility is provided. Advance information is given about topics to be taught in the next class so that students can come prepared for active discussion with teachers. Critical thinking of learners is developed by asking them questions related to the topic during the lecture. Guest lectures by eminent experts from various fields are organized. Library facility helps students in the process of selflearning. Discussion and debate on contemporary issues are encouraged so that students can reflect and analyze by eliciting the responses to the subject under discussion.

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

In addition to the chalk and talk method, the faculty members use the IT enabled learning tools. They use online education resources and social networking sites to effectively deliver teaching, and provide enhanced learning experience to the students. Department of computer science leads in the adoption of ICT enabled tools to render e-teaching. Fully equipped Language Resource center facility is available for developing communication skills among students. LED projectors are used for screening educational movies, documentaries and for powerpoint presentations. YOUTUBE, EMAIL, WHATSAPP group, ZOOM CLOUD MEETING, GOOGLE-MEET are used as platforms to communicate,

provide study material and syllabus, make announcements, conduct tests, upload assignments, make presentations, address queries and share information, etc. Internet and wi-fi facility is made available to all the students. Fundamentals of information technology is a compulsory subject that is taught in the first semester of all the streams to equip students with technology based basic learning tools.

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

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

2.3.3.1 - Number of mentors

156

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

156

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

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

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

107

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

872

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

2.5 - Evaluation Process and Reforms

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

The college adheres to the guidelines and rules issued by the affiliating University for preparing internal assessment of students. The college has a transparent and robust evaluation process in terms of frequency and variety to ensure transparency in the internal assessment system. The system of internal assessment is circulated among the students well in time. At the entry level admissions are given purely on merit basis and lists of admitted students are displayed on notice board. Students are assessed continuously through the evaluation process at college and university level. Continuous evaluation is made through group discussion, unit test, assignment submission, field visit and seminar presentation. Each student has to submit two assignments in each semester. Assignment topics are discussed with the students in advance. Besides this, one internal test in each subject is conducted. On the basis of assignments, internal tests and attendance of the students in class, internal assessment marks are given to students and a complete record of these is maintained by each faculty member. Every teacher is required to upload the internal assessment of students on the university portal.

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

At the college level an Exam committee consisting of senior teachers as convener and other teaching and non teaching staff as members is constituted to handle the issues regarding the evaluation process. For making the system effective, the following measures are taken:

At College level

If a student is not able to appear for internal examination due to medical or any genuine reason, examination is conducted for that student as per norms provided that he/she submits application with proper documents. If any student scores less marks and wants to improve in that subject he/she can appear for the improvement examination. The answer sheet of such students is assessed by the faculty once again in the presence of students. Any correction in assessment of answer books as identified by the

students are immediately done by the faculty members.

At University level

With reference to evaluation, if the student scores less marks than expected he/she can apply for revaluation of his/her answer script after paying the prescribed fees. University provides the photo of the answer sheet to students regarding any grievances with reference to evaluation. Students can apply for revaluation if she/he feels that evaluation is not correct.

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

2.6 - Student Performance and Learning Outcomes

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

Mechanism of Communication

The College has well stated Course Outcomes (COs), Programme Outcomes (POs) as well as Programme Specific Outcomes (PSOs) duly recommended from IQAC and approved by Academic Council, and there is a structured mechanism to communicate the same to the teachers and students. Soft Copy of syllabi and Course Outcomes (COs), Programme Outcomes (POs) as well as Programme Specific Outcomes (PSOs) is displayed on the college website. Hard copy is available in the departments for ready reference to the teachers and students. The importance of the Course Outcomes (COs), Programme Outcomes (POs) as well as Programme Specific Outcomes (PSOs) has been communicated to the teachers in various meetings of Staff Council, Academic Council and during IQAC Meetings in the college. The students are also made aware of the same through Tutorial and mentor periods.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://rksdcollege.ac.in/pos-psos-and-cos/
Upload COs for all Programmes (exemplars from Glossary)	[View File](#)

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

Affiliated to Kurukshetra University, Kurukshetra, the college offers undergraduate, Postgraduate and certificate courses under the faculty of Arts, Commerce and Science. For these courses and programs, the college follows the curriculum designed by the affiliating university. The program outcomes, program specific outcomes and course outcomes are evaluated by the college and the same are communicated to the students in the formal way of discussion in the classroom. Knowledge and skill that students acquire in their subjects and also their capacity for critical thinking are evaluated through continuous internal evaluation, end semester examination and personal interaction. Dropout rate is low, majority of students pass in first class and many with distinction. Course outcomes are also calculated through university examination results. However, exact levels are finalized at the college level. Attainment of programme outcomes, programme specific outcomes and course outcomes is done through direct method such as result analysis, and indirect method such as students' feedback help to improve the quality of Education in the institution. Attainment of these outcomes appears to be excellent as the pass percentage of students is good. Many students get employment opportunities in different sectors such as Banking, Insurance, Teaching, Accounts and Auditing, etc.

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

1053

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	https://rksdcollege.ac.in/wp-content/uploads/2023/05/Annual-Report-2021-22.pdf

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://rksdcollege.ac.in/student-satisfaction-servey-sss/

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	View File
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

1

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

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

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

NIL

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	View File
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

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

- **The institution has a special provision of Seed money of Rs. 1,50,000 to the faculty interested in research.**
- **National/International seminars/conferences/FDPs/PDPs are organized to promote research, Indian Knowledge System, Intellectual Property Rights (IPR) and transfer of knowledge from time to time.**
- **Participation of Faculty in seminars and conferences is promoted through reimbursing registration fee and providing academic leave for presentation of their research at National/International level.**
- **The library and learning resources of College have various National and International periodicals, journals, encyclopedias, dictionaries, very rare manuscripts, magazines and newspapers to strengthen the research environment. Besides this, it also provides the facility of e-journals, e-books, e-newspapers and databases through subscribing to the N-LIST program, a part of e-Shodhsindhu.**

- **Five annual Student Research Assistantships are available in the College since 2019-20 to promote research providing Rs. 10,000 to each selected student. Currently, five students are availing this scholarship instituted by a serving faculty from his own resources.**
- **A number of faculty members are involved in the supervision of Ph.D. students as co-supervisors in association with the affiliating university or credible private universities offering such scope.**

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

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

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

5

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

3.3 - Research Publications and Awards

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

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

1

File Description	Documents
URL to the research page on HEI website	https://rksdcollege.ac.in/wp-content/uploads/2023/04/PhD-Supervision.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

10

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

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

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

29

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

3.4 - Extension Activities

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

- **The College has consolidated its vision and practice of**

extension activities in a major initiative of Open Air Fitness Centre devoted to community well-being as a part of Fit India Movement.
- The NSS and NCC units of the college organize various cleanliness drives in adopted villages and areas, Swachh Bharat Abhiyan, Swatch Bharat Summer internships and Swachhta Pakhwara to make students and community aware of the importance of cleanliness.
- NSS units of the collegeorganize Blood donation camps to encourage the students to step forward and donate blood for contributing to society.
- Covid-19 Vaccination drive wasorganized by NSS unit of the college for the students as well as for the general public.
- Street play 'Shiksha Ka Adhikar' in village Batta/Diwal was organized jointly by literary committee and Women cell to spread awareness about girls' education.
- NSS and NCC units also organize tree plantation campaigns regularly. The College campus and the community locations adopted exhibit meaningful outcomes in a major way.
- NCC unit of the college organized a Statue Clean Drive on the occasion of Vijay Diwas.
- Department of Physical education in coordination with NSS and NCC units ensure active participation in Fit India Movement Run.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

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

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

21

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	View File

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

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

8

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

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

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

707

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

3.5 - Collaboration

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

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

6

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

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

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

9

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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 institution has adequate infrastructure and physical facilities for quality teaching-learning under a single well-maintained campus spread over 11.52 acres with 103 well-furnished

classrooms equipped with latest apparatus and 26 laboratories (15 Science labs, 09 Computer labs equipped with 201 computers and all other devices to enhance the teaching-learning capacities, 01 language resource centre equipped with latest audio-visual facilities, and 01Geography Lab). The college has 01 Central Library & 02 Departmental libraries to cater the information needs of the faculty and students, 7 seminar halls including 01 conference room and 01 committee room and 01 Main Hall namely Ram Krishan Hall to provide adequate facilities of conducting seminars, debates, workshops, competitions and cultural activities for all-around development of the students. Besides this, there are 2 Common air-conditioned Staff Rooms and 16 Departmental Rooms. There are separate common rooms and canteens for boys and girls equipped with modern furniture and standard amenities for recreational purpose. Besides above, A modernized cafeteria having all facilities considering all modern means of hygiene and refreshment is available and a well-managed parking is available to facilitate the direct link to road.

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.

The college has 02 playgrounds, the main playground (120 m x 68 m) having a track of 200 Meter for athletes and 01 Football Ground (100x60 yards), 03 Gymnasiums and 01 Outdoor Gymnasiums established in 2020-21), 01 Indoor Basketball Court (28mx15m) established in 2015-16, 01Outdoor Synthetic Basketball Court (28mx15m) established in 2020-21, 01 Outdoor Lawn Tennis Court established in 2020-21, 01 Indoor Boxing Ring (24mx24m) established in 2015-16, 01 outdoor Boxing Arena (24mx24m) and 01 Shooting Range (10 meter) established in 2020-21, 01 Outdoor Volley Ball Court (9mx18m), 01 Indoor Table Tennis Court, 02 Indoor Badminton Courts (22mx44mm)established in 2018-19 and 2020-21 respectively, 01 Cross Trainer and 01 Treadmill installed in the same year 2020-21. The college has 01 Art and Cultural Complex, 01 'Choupal'-a platform for discussions and debates on socio-political issues etc., 05 seminar halls. Besides this, there is an indoor stadium (90ftX130ft) constructed in 2014-2015 having latest facilities for indoor games like Yoga, Table-

tennis, Badminton, Weight-lifting, Power-lifting and Boxing etc. User Rate is approximately 105 . In 2021-22, A Squash Court (31 ft x 21ft) wasadded. One of the outdoor stadiums has been developed and put to massive community use as an Open Fitness Centre.

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.

103

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)	<u>View File</u>

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)

102.70085

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

4.2 - Library as a Learning Resource

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

? Name of ILMS software : Ram Krishan Library Automation Software

? Nature of automation (fully or partially) : Fully

? Version : 3.2

? Year of Automation : 2019

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

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	**D. Any 1 of the above**

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

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)

2.49

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

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

196

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	<u>View File</u>

4.3 - IT Infrastructure

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

The college has ICT facilities to ensure efficient teaching learning environment with 239 computers, 07 ICT enabled seminar halls with AV facilities, including 01 Smart Seminar Hall, 01 Conference Hall and 01 Committee Room, 103 wifi enabled Classrooms connected with internet leased line (100 mbps) dual band facility to facilitate wifi enabled campus. The College continuously strives to provide state-of-the-art technologies and update its ICT facilities to ensure efficient teaching learning environment. Besides this, some more required items have been added during 2021-22 to strengthen the teaching with ICT facilities to the faculty and students, continuously. For this purpose, 38 computers purchased for computer lab in evening session during 2021-22 and 01 wifi-enabled photocopier (12.02.2022) was purchased from RUSA grant.

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

4.3.2 - Number of Computers

200

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

261.02869

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.

The college has a master plan for creation, enhancement and maintenance of its infrastructure in order to promote an efficient teaching-learning environment. Advisory Committee, Staff Council and IQAC are involved in defining procedures and

policies, framing guidelines to maintain and utilize physical, academic and support facilities.

Functioning of Departments: All the teaching departments work on their academic agenda and decide their departmental activity calendar. Departmental requirements are brought to the notice of the Principal for approval. In this decentralized functioning, senior most faculty in dept. functions as HOD who assists the Principal in distribution of workload and other administrative activities of the department.

Faculty Committees and Day to day Administration: The Principal in consultation with IQAC and Staff Secretary constitutes different committees comprising teaching and non-teaching staff for specific purposes. Each committee has faculty member as Convener/Coordinator and Principal as the Chairperson.

Governing Body: Duly elected GB with a nominee of Vice Chancellor and DGHE, Govt. of Haryana, Teachers' representatives and representatives of non-teaching staff function in compliance with the rules and regulations of the affiliating University and Govt. of Haryana. Principal is the member-secretary of the GB. Meetings are held as per K.U.K Calendar and norms.

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

2813

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	*View File*
Upload any additional information	*View File*
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

868

File Description	Documents
Upload any additional information	*View File*
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	*https://rksdcollege.ac.in/capacity-building-enhancement-scheme/*
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

333

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

333

File Description	Documents
Any additional information	View File
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	A. All of the above

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

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

20

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

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

5.2.2.1 - Number of outgoing student progression to higher education

250

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

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

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

57

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

5.3 - Student Participation and Activities

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

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

56

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at univ ersity/state/national/internationa l 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)

The elections of Student Council were not held in 2021-22. However adequate representation was given to students by including them in important committees like IQAC, Library committee, Alumni association, Women Cell, Grievance Committee and Cultural Committee etc. Students are given adequate representation in a participatory manner. Students are given organization position and assignment in planning and organizing relevant activities and functions of various subject societies.

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

16

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

5.4 - Alumni Engagement

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

Response

(Regn.no. 3052/ 2002-2003 dated 27.03.2003) Association Name: R.K.S.D. (PG) College Alumni Association.

Aims and Objectives:

1. To contribute towards institutional Vision and Mission.

2. To foster the spirit of brotherhood and comradeship among the alumni of college.

3. To collect and utilize funds to finance student welfare and other schemes in the college as approved by the association.

4. To engage Alumni in social responsibility actions and cultural functions.

5. To promote intermittent need-based interaction with current students of the college.

Membership:

1. Persons who are graduates and post-graduates of the college.

2. Permanent faculty, retired faculty and guest faculty with a

teaching experience of three or more years in the institution.

3. Elected office bearers of the management, Principal of the college and honorary members.

Kinds of Meetings

1. At least one meeting of the association to be held during each calendar year preferbly on Founder's day.

2. Other general meetings called by General Secretary.

3. Special meetings called by President.

4. Frequent interaction of the Alumni through its Departmental chapters.

Alumni visit the college from time to time and give valuable suggestions for improvement of the

College. In order to renew their companionship and ties with it, in the post-pandemic phase, the college has witnessed a new trend in which the Alumni of one complete batch visited the college campus. The first meet of this kind was held on 15.08.21 in which 35 alumni of 1975 commerce batch participated. On 05.12.2021, this process of alumni meet continued.

File Description	Documents
Paste link for additional information	https://rksdcollege.ac.in/alumni-2/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**A. ? 5Lakhs**

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

the institution

The College has a credible track record of adhering to vision and practices of transparent, participatory, community-oriented and student-centric mode of governance. It seeks to achieve a wholesome synergy between academic practices, social empathy, cultural biases and cocurricular responsibilities so that all stakeholders, particularly the students, may be benefited and the institute may develop to their fullest potential. Parent body Rastriya Vidya Samiti, Governing Body (GB), Principal along with teaching and non-teaching staff strive to fulfil the vision and mission of the college.

Reflection of Mission and Vision in the leadership of institute in ensuring:

1. The policy statements and action plans: The Governing Body delegates authority to the Principal who, in turn share it with the different levels of functionaries in the college, which implement the Perspective/Strategic Plan in a systematic and phased manner.
2. Formulation of action plans: The Principal makes action plans in consultation with faculty members after reviewing the outcomes from implementing previous action plans.
3. Interaction with stakeholders: The Principal ensures that all stakeholders are involved in different activities. For the reinforcement of cultural excellence, the vision, mission, quality policies are kept wide open to all stakeholders for their suggestions.

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

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

The Institution has adopted the decentralization and participative management in the process of academic and administration. Governing Body (GB) gives generous freedom and flexibility to the Principal together with the Staff Council to lead all the academic and administrative activities of the

college. It provides needful space for academic freedom and flexibility. The functioning of the GB is fully participatory and in compliance with the norms of the affiliating University and state government. Goals are fixed by the Principal, Advisory Council (AC) and staff council (SC) in accordance with vision and mission of the Institution.

The SC meetings are held to exchange necessary inputs and deliberate on major academic and administrative activities of the college. The Secretary of the SC is elected in a democratic way. The meetings of SC are held with a proper agenda and openness to deliberations on important issues, which are given adequate consideration and time. The Principal after consulting the Secretary, SC constitutes various committees and ensures that all members of staff play active role in the micro-level governance of the College. The Principal engages with government and external agencies, while faculty members maintain interaction with the relevant departments of the affiliating university.

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

Construction committee of the College is a representative body which acts as an advisory body for construction activities of the college. For the smooth functioning of the Construction Committee, it is headed by a Convener appointed by the Principal, alongwith various members from teaching and non-teaching staff members like Supervisor, Plumber, Electrician, Carpenter, etc. After getting feedback from the stakeholders, an action plan is chalked out fro construction/renovation/augmentation of physical infrastructure. The Principal calls a meeting of the construction committee and place the proposal for discussion. The committee members discuss the issue and put their suggestions for the construction activity. The principal places the proposal in front of the GB for final approval.

The committee is entrusted with the duty to look after all construction activities of the college

1. It carries out all the construction projects.
2. It looks into the collection, preservation and utilisation of building materials.
3. Time to time review of the progress of the construction work is also made by the committee members.
4. It has to look over the maintenance of the buildings of the college and to put suggestions for renovation if and when necessary.
5. It has to select engineer/architect/technicians/labour where technical expertise is required.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
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 College Governing Body of the college, which is elected every three years as per Society Act of Haryana Government guidelines under Kurukshetra University, formulates the broad policy matters. It comprises of 21 members- President, Vice-President, General Secretary, Treasurer, Nominated Members (11) and Principal (Member Secretary), Teacher's Representative (2), Non-teaching Representative(1), State Govt. and Affiliating Representative (1 each) The general management of the college is vested with the Principal. The Principal is also assisted by an Advisory Council which is constituted by the senior most faculty representing different streams and special invitees as necessitated by the agenda at hand. The overall functioning of the institution is reasonably participatory for students of different social backgrounds, girls and students with special needs. As a wellestablished precedence, there is a Staff Council which is chaired by the Principal. The Principal in consultation with IQAC and Staff Secretary constitutes various committees for planning and implementation of academic, administrative and functions. For proper planning and implementation, different ommittees are formed with the Principal as Chair. All academic, logistic, and operational policies are decided at different levels in the GB, Advisory Council, the IQAC, Staff-Council and respective committees. Significant committees of the college are

given adequate representation.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	https://rksdcollege.ac.in/organogram/
Upload any additional information	**No File Uploaded**

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

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

6.3 - Faculty Empowerment Strategies

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

Welfare Schemes for Teaching and Non-teaching staff

1. **Contributory PF, Pension (OPS and NPS) and gratuity for staff under aided structure.**
2. **EPF for faculty appointed under self-financing scheme.**
3. **Contribution towards group insurance.**
4. **Maternity leave for eligible staff members**
5. **Liberal loans/Advance from management account to meet emergency needs of staff.**
6. **A welfare society of the members from teaching employees for extreme exigencies**
7. **Faculty members whose students score top positions in the University Exams are honoured by management on Teachers' Day every year.**

8. Festival advance, wheat loan and uniform/liveries to non-teaching staff.
9. Liberal gifts, cash incentive on Diwali and other college functions to all non-teaching staff members.
10. Fee concession to wards of Teaching staff in the college as well as in sister Institutions.
11. Recreational Facilities like Gymnasium Hall, Open Gym Facility, Yoga, staff room, etc
12. A healthy and supportive working environment & infrastructure.
13. Official celebration of farewell of retiring staff member with liberal cash gift from the Management.
14. The College has six staff quarters in the campus which are allotted to the non-teaching staff members as rent free accommodation.
15. An effective mechanism is adopted to quickly give NOC to any employee who has applied for equivalent or higher post in any other Institution.

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

132

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)	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

05

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
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)	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

48

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
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

An effective performance appraisal system plays a crucial role in

managing the organization in an efficient manner. It strives to enhance the overall organisational performance of teams and individuals; it ensures the overall organizational mission and vision are achieved. In line with this, the Institute is using the performance-based assessment system recommended by the UGC and the State Government (PBAS). In this scheme, the performances are classified into three categories: (i) Teaching, Learning and Evaluation related activities, (ii) Co-Curricular, Extension and Professional Development related activities (iii) Research Publications and Academic Contributions, carrying weightages 100:75:300 respectively. These are called Academic Performance Indices (API). At the end of each academic year, the data pertaining to the above categories are collected from the concerned faculty member in the Proforma suggested by UGC and adopted by the affiliating University. Based on the data collected, API scores are calculated for each of the three categories. These scores are used for the award of career advancements to faculty members and for promotion to next higher position.

As such there is no performance appraisal system followed for non-teaching staff in the institute.

The outcome of this process comprises constructive criticism, healthy discussions and probable solutions for the lapses.

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

The Institution has established a mechanism for conducting transparent internal and external audits on the financial transactions every year to ensure financial compliance of financial norms/regulation. The mechanisms used to monitor effective and efficient use of financial resources are as below:

- Preparing of Budget before the commencement of every
- financial year.

- The expenses are monitored by the accounts department as per
- the budget allocated.

The Bursar appointed by the Principal from amongst the

teaching staff Internal audit is conducted half yearly by the internal financial committee (IFC) and internal audit is conducted once in every year by chartered accountant (CA).

Process of the internal audit:

All vouchers are audited by an IFC on half yearly basis, by thoroughly checking the expenses incurred under different heads by verifying the bills and vouchers. If any discrepancy is found, the same is brought to the notice of the principal.

Process of the external audit:

- The accounts of the college are audited by CA (every year), Affiliating University (2-3 years), DGHE (2-3 years), Scholarships (annual) and AG Haryana (3 years), as per the government rules.
- The institution did not come across any major audit objection during the preceding years.

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)

4.3397

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
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

The College is poised to grow and make its mark in global scenario by providing requisite funds and optimal use of resources. Since it is an Aided College, primary sources of funds are student fees and Grant-in-aid from State Government as per Grant-in-aid policy and budgetary allocations. However, for meeting the upcoming requirements for research and teaching-learning resources, the College also mobilizes its resources through the following measures:

- The parent body of the institute has created a corpus of funds, which is utilised at the time of need of the college.
- Strong intake in the 16 self-financing courses and the tuition fee charged from students of aided courses as per the university and government normsact as a major fund generating resource.
- Salary grant of Full Time Permanent teachers and non-teaching staff, from the State Government.
- Grants from the UGC and RUSA 2.0 for the development and maintenance of Infrastructure and to upgrade the Learning Resources and Research.
- Financial and non-financial support from alumni, discretionary grants from various organs of the government, non-government bodies, individuals and Philanthropists.
- Sponsorships are sought from individuals and corporate for various events.
- Fee collected by conduct of FDP, conferences, workshops etc.
- Rental income from leased out property

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 has contributed significantly for institutionalising the quality assurance strategies and processes through the following two practices:

1. Construction of New Cafeteria

After receiving feedback from the students and other stakeholders IQAC suggested the construction of a New Cafeteria. After the suggestion of IQAC the new cafeteria was built out of the grant received under RUSA 2.0. The New Cafeteria was designed aesthetically and more user-friendly. It was designed with a ramp, so as to make it safer and more accessible. The new cafeteria has all the amenities like a smoke-free kitchen, a facility of RO Drinking water, separate washrooms for girls and boys students and bigger seating areas for students with ergonomic furniture.

1. Organisation of Seminars and conferences for the successful implementation of NEP-2020

Two conferences/seminars were organised for this purpose. Three-Day Multi-Disciplinary International Conference on "New Policy Imperatives-NEP 2020 of India Role of Education, Teaching and Academic Administrators" organised by RKSD College, Kaithal in collaboration with MVSU, Mundri, Kaithal and HCTA held on 12th-14th November, 2021. A two-day FDP on "Implementation of NEP-2020: Role of Teachers" was organised by the IQAC and Department of Economics in collaboration with CBLU, Bhiwani, on 6th -7th May 2022.

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

Institute highlights on learner-centric education approach which organizes variety of events for the usage of different types of techniques that shifts the role of the teachers from contributors of information to facilitating student learning through appropriate practices. IQAC has contributed significantly reviewed and implemented the teaching for institutionalizing the quality assurance strategies and processes through the following two practices:

1. Digital Learning:

The use of ICT tools has become an integral part in teaching-learning process. IQAC always encouraged teachers to utilize these tools in classroom teaching and laboratories. IQAC prepared a plan and advised the administration to enrich ICT infrastructure by constitution of Digital Learning Logistic Committee which looks after the purchase of advanced ICT tools, broadband internet, Wi-Fi facility and subscribing to Google Suite. Periodically IQAC has trained teachers and non-teaching staff to use ICT by arranging different workshop.

2. Innovative Teaching-learning reforms:

During the pandemic the online classes became a new normal. To facilitate the students IQAC suggested that few innovative methods may be adopted for making the Teaching Learning process more effective and interactive. After suggestions from IQAC the faculty

included webinars, quizzes, online competitions, interaction with eminent scholars, etc.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of 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)	B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://rksdcollege.ac.in/annual-reports/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

- Awareness programs, counseling sessions, street shows, self-defense training camps and campaigns for the education and protection of the girl students have been a regular feature of cells/committees in the college.
- While maintaining gender neutrality, representation is provided to the male as well as female faculty members in the administrative, academic, and cultural committees of the college such as IQAC, NAAC, Legal Literacy Cell, Examination Committee, Career Counseling & Placement Cell etc. For the last five years the important committee of the

college i.e. IQAC is being led by the female member.
- **Equal opportunities are provided to the girl students in the selection criterion of NCC cadets and NSS volunteers.**
- **Equal opportunities are provided to the girl students in various sports such as-Basketball, Badminton, Boxing, Football, Kabaddi, Weightlifting, Wrestling, Shooting, Judo and Table Tennis State Championship etc.**
- **To promote gender sensitization in the campus, various extension lectures and talks are conducted on regular basis by the NSS units, Women Cell and Legal Literacy Cell of the college.**
- **International Women's week and International Women's Day are celebrated every year with holding extension lectures on 'Women Empowerment' & 'Marathons by the NSS units, Legal Literacy Cell, and Women Cell.**

File Description	Documents
Annual gender sensitization action plan	https://rksdcollege.ac.in/gender-sensitization-plan/
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	https://rksdcollege.ac.in/specificfacilities-provided-for-women/

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**B. Any 3 of the above**

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

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

The college has taken proactive measures to manage and utilize various types of waste generated on campus in an efficient and eco-friendly manner. This includes producing Vermi Compost fertilizer by composting dry leaves, green waste, and other plant materials in specially designated pits. An agreement has been established for the proper handling of E-waste, which is stored separately on campus. Additionally, old materials and waste items are auctioned annually based on recommendations from the Waste Material Disposal Committee, while hazardous chemicals and radioactive waste are securely stored and safely disposed of as per regulations. Efforts are underway to repurpose waste materials within the campus premises whenever possible.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	[View File](#)

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	[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**

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	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	B. Any 3 of the above

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

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	C. Any 2 of the above

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

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

- **The college boasts a diverse community of teaching and non-teaching staff representing various socio-cultural and religious backgrounds, all united in supporting national integrity and social harmony.**
- **Students actively participate in cultural events such as Haryana Day, Ratnawali festival, and Zonal Youth Festivals, promoting and conserving Haryanvi folk culture.**
- **Traditional competitions like Sanjhi making, Fuljhari making, and Binderwal making are organized annually, connecting students with age-old local traditions.**
- **Religious festivals including Diwali, Gurpurab, Teej, Baisakhi, Makar Sakranti, and Guru Ravi Das Jayanti are celebrated with enthusiasm, fostering communal harmony.**
- **Special observances like Sadbhavna Divas, Rashtriya Ekta Divas, and Communal Harmony Week are marked with activities promoting unity and brotherhood among students.**
- **NSS volunteers and program officers actively participate in promoting unity and brotherhood, contributing financially to communal harmony initiatives.**
- **Cultural programs like Haryanvi Chaupal, Skit, and Saang serve as platforms to propagate values like honesty and tolerance, addressing social issues.**
- **Students are encouraged to participate in promoting Haryanvi Saang at state and national levels, preserving Haryana's cultural heritage.**
- **These initiatives not only enrich students' cultural experiences but also cultivate a sense of unity, respect, and understanding, enhancing the college community and broader society.**

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
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

Every year, Constitution Day on November 26 is commemorated with diverse activities like photo exhibitions, book displays, and poster competitions, aimed at sensitizing students and staff about constitutional obligations, values, rights, and duties. Students gain insights into various acts of the constitution alongside understanding their roles as citizens.

Similarly, National Voters Day on January 25 is observed with activities encouraging voter participation, including taking pledges to cast votes. District administration collaborates to conduct awareness programs, fostering a culture of active citizenship among students.

The Legal Literacy Cell consistently organizes programs to enhance students' self-awareness and promote legal culture, elucidating their rights and duties in different contexts.

During the COVID-19 pandemic, the college contributed significantly to society by providing PPE kits and donating funds to the CM and PM Relief Fund. Vaccination camps were also organized to ensure community health.

Independence Day and Republic Day are celebrated annually with flag hoisting ceremonies and cultural events, reinforcing the spirit of patriotism and national pride within the campus community.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://rksdcollege.ac.in/professional-development-program/
Any other relevant information	**Nil**

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

The institution actively engages in commemorating national and international events, festivals, and significant days, fostering a spirit of inclusivity and unity among its community. Constitution Day on November 26th is celebrated annually with various activities such as photo exhibitions, book displays, and poster competitions, aiming to sensitize students about constitutional acts, rights, and duties.

National Voters Day on January 25th is observed with activities

encouraging voter participation and awareness programs conducted in collaboration with the district administration. International Women's Day, Sadbhavna Diwas, Diwali, Mahatma Gandhi Jayanti, and other significant national days are also commemorated with enthusiasm, reflecting the institution's commitment to diversity and harmony.

Moreover, Independence Day and Republic Day are celebrated with solemnity and grandeur, featuring flag hoisting ceremonies and cultural programs, instilling a sense of national pride and unity among students and staff. These celebrations serve as reminders of the importance of upholding constitutional values, civic responsibilities, and the ideals of peace and equality advocated by Mahatma Gandhi.

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.

Title of the Practice

Ground Water Recharge Initiatives to eliminate flood threat and check water table depletion

Objectives of the Practice

To protect the campus and the adjoining area from rain water caused floods To develop the mechanism for artificial recharge of rain water to the groundwater aquifer so as to compensate over exploitation

The Context

As location of the campus is on Ambala road with around 500 meter

facing and down from the level of the road, 20-30 minutes heavy rain used to cause flood like condition on road with water entering college administrative block as well as class rooms.

The Practice

College developed mechanism of storm water management by diverting excess water accumulated in front of campus to the playground through two strategically laid channels. Playground stores water for the time till it moves underground through artificial recharge system/wells thus avoiding the flood like situation in the area.

Evidence of Success

After successfully implementing of various initiatives, it has been observed that during consecutive rainy season there has not been any episode of flood in the campus/adjoining area.

Problems Encountered and Resources Required

The experiment has been quite successful without much expenditure.

File Description	Documents
Best practices in the Institutional website	https://rksdcollege.ac.in/best-practice/
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The institution's unique identity is rooted in its rich history and pivotal role within the community. Established in 1954, it has evolved into a cornerstone not only for the town but for the wider region. Over nearly seven decades, it has consistently been the preferred destination for students, earning acclaim as a leading educational establishment.

Beyond academic excellence, the college stands out as a nurturing ground for budding athletes and artists. Strategically located at the heart of the town, it serves as a vibrant cultural center,

hosting a plethora of Haryanvi cultural events, literary gatherings, and social functions. Its dynamic activities frequently grace the pages of prominent newspapers, showcasing its lively environment.

Moreover, the institution prides itself on its extensive alumni network, comprising individuals who fondly recall their formative years here and have gone on to make significant contributions both locally and globally. This strong alumni bond underscores the college's enduring impact on the lives and careers of its students, further cementing its distinctive position within the educational landscape.

File Description	Documents
Appropriate web in the Institutional website	[View File]()
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

Future

- **Need based training of Teaching/ Non-teaching and Supportive Staff.**
- **Scrutiny and Approval of API of faculty members.**
- **To strengthen the incubation centre**
- **Timely submission of AISHE auditing**
- **Financial Assistance to deserving students**
- **To enhance high quality interdisciplinary research**
- **Extending Alumni network to build strong support system for students**
- **Inclusion of faculty members as experts in SWAYAM/NEPTEL**
- **To conduct more outreach Programs in rural areas**