



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Dyal Singh College Karnal
• Name of the Head of the institution	Sh Sanjay Kumar
• Designation	Principal (Officiating)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01842252030
• Mobile no	9416111744
• Registered e-mail	principaldsckn1@gmail.com
• Alternate e-mail	dsckarnal@gmail.com
• Address	Dyal Singh College Karnal
• City/Town	Karnal
• State/UT	HARYANA
• Pin Code	132001
2.Institutional status	

• Affiliated /Constituent	Affiliated				
• Type of Institution	Co-education				
• Location	Urban				
• Financial Status	Grants-in aid				
• Name of the Affiliating University	Kurukshetra University Kurukshetra Haryana				
• Name of the IQAC Coordinator	Sh Sushil Kumar				
• Phone No.	9416859533				
• Alternate phone No.	01842252030				
• Mobile	9416859533				
• IQAC e-mail address	dsciqac21@gmail.com				
• Alternate Email address	sgoel1021@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	http://dsckarnal.org/images/2021/dsc-aqar-2019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.dsckarnal.org/images/academic-calendar-for-year-2020-2021.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	A	3.12	2017	30/10/2017	30/10/2022
6.Date of Establishment of IQAC				10/07/2005	
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
Nil		Nil	Nil	Nil	0
8.Whether composition of IQAC as per latest NAAC guidelines				Yes	

<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	5
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> • If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
Two Water Harvesting System has been installed in the College and drainage system was upgraded.	
Organised Faculty Development Programme on Designing and Development of MOOCs in the College.	
Organised National Workshop on Research Methodology.	
Plan to introduce P.G. Diploma and Certificate courses under National Skills Qualifications Framework (NSQF) under B.Voc. Programme of UGC were discussed. .	
Three MoUs with Hawk Eye Forensic, Noida; Aditya Education, Karnal and Infotech Computers & Communications Karnal have been made.	
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
More Class rooms should be constructed	The construction of five class rooms under RUSA grant is in progress
The proposal to start P.G. Diploma and Certificate courses under B.Voc. Programme of National Skills Qualification Framework (UGC)	U.G.C. approved five courses (1) P.G. Diploma in Hospitality Management (2) P.G. Diploma in Retail Management (3) P.G. Diploma in Software Development (4) P.G. Diploma in Cyber Forensic & Cyber Security (5) Certificate Course in Personality Development. The approval to introduce these courses is still awaited from KUK.
Set-up the required infrastructure for online classes and webinars etc.	College has taken subscription of Microsoft Teams, CISCO Webex and G-Suite for online classes and webinars etc. College also purchased webcam, headphones and pen tablets for online classes & webinars.
To provide the training to al the teachers for online classes and webinars	Training for online classes to all the teachers of the college was provided
Proposal to start online short	A Two- Week Short Term Course on "Health, Nutrition and Fitness" was organized

term certificate courses to be run by the College	from 16th November 2020 to 29th November 2020, under the aegis of UGC Research and New Courses Committee of Dyal Singh College, Karnal. The course content was divided in the form of recorded video lectures, two live session and two quizzes.
Proposal to install more water harvesting systems	Two water harvesting system have been installed in the College

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body Dyal Singh College Karnal	30/07/2020

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020	13/02/2020

Extended Profile

1. Programme

1.1 Number of courses offered by the institution across all programs during the year	16
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File Description	Documents
Data Template	View File

2. Student

2.1 Number of students during the year	2962
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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	1530
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File Description	Documents
Data Template	View File

2.3	868
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	98
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	69
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	42
Total number of Classrooms and Seminar halls	
4.2	174.21
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	248
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

Dyal Singh College is an affiliated college of Kurukshetra University Kurukshetra. As an affiliated college of university, it has very little freedom for framing its curriculum on its own. However, faculty members of the college frequently invited to attend the meetings of the Board of Studies at the university level on therevision of curriculum. The suggestions of the faculty members are duly forwarded to the university through the members of Board

of studies. The final authority which designs and frames the curriculum is ultimately the university to which the college is affiliated.

The institution has to strictly follow the syllabus designed by its parent university. However, but while delivering this syllabus content to the students, our faculty enrich it with their own expertise and experience to make it more meaningful and attractive. The Institution ensures effective curriculum delivery by following the academic calendar provided by university. The faculty analyses the needs of the students before the commencement of every semester and plans the curriculum as prescribed by the University in such a way that it includes different activities related to the designed syllabus. The head of every department submits a workload statement at the beginning of every semester, over which the general time-table is prepared. Accordingly, each department prepares its own teaching plan allotting term-wise topics to be taught within the stipulated time. Through a series of interactive activities like classroom teaching, group discussions, power point presentations, quiz, debates, academic tests, etc. the students are being given practical insight into the curriculum that helps them to develop their higher order cognitive skills, such as critical analysis, problem solving, evaluation and synthesis. Class test / MCQ examinations are conducted in order to assess the understanding of the students. Teachers put in all efforts to ensure quality and enhance academic growth. Practical and theoretical examinations are conducted to judge the understanding of the students. The new online examination pattern introduced by affiliating university is being strictly adopted by the college. The curriculum is enriched by participation of our teachers in Meetings, Seminars, Conferences organized by affiliating university (University of Kurukshetra) from time to time. Subject tours and industrial visits are organized to provide practical exposure to the students. Seminars, debates, quiz competitions and workshops are being organized.

File Description	Documents
Upload relevant supporting document	No File Uploaded
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 strictly follows the academic calendar of KUK for the conduct of Continuous Internal Evaluation and Examination.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://dsckarnal.org/images/academic-calendar-for-year-2020-2021.pdf

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

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	No File Uploaded

1.2 - Academic Flexibility

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

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

0

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

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

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

0

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

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

251

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

Courses offered in the college integrate issues related to gender, environment and sustainability, human values and professional ethics. Issues related with environment and sustainability are integrated into courses of Environmental studies, Zoology, Botany and Geography. Courses that teach human values are Humanities, Commerce and English. Professional ethics are integrated in the courses of Commerce. N.S.S. promotes environmental protection through tree plantation and other sustainable development programs. Every year N.S.S. units undertake a host of activities in the nearby vicinity and in the adopted village. N.S.S. organizes various environment related programs including tree plantation, village cleanliness, plastic free drive, poster competition, etc. Various activities like quiz and poster competitions, invited talks are organized to create awareness about nature, biodiversity, environment and sustainability. The college takes efforts for integration of ethical and human values through extra-curricular activities also. Programs conducted under N. S. S., N.C.C. and YRC help to inculcate human values among students. The Women's Development Cell organizes extension activities related to women's health and well-being, gender

sensitization, women's safety, sexuality, domestic violence, legal issues, and so on. National festivals like Independence Day and Republic Day celebration serve as a platform to enliven patriotic and moral values. Different social activities have been initiated by the college like Voter's Awareness Program, Road Safety Campaign, Blood Donation camps, etc are organized from time to time and the college tries to inculcate values and ethics amongst its students through its co-curricular activities.

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.	No File Uploaded

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

6

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

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

60

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

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://dsckarnal.org/images/feedback-report-2020-21.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

2963

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

1059

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

2.2 - Catering to Student Diversity

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

The college has a well-established counselling system/ mentorship system as per UGC guidelines. Students are assigned to, identify faculty members who act as their mentors/ counsellors. These mentors conduct regular meetings with their student mentees to monitor their academic progress. Proper efforts are done to find out the slow learners and sharp learners, so that a well-defined guidance could be given to them. A student scoring less than 40% marks in 3 or more subjects in class tests, poorly written assignments and having less than 75% attendance is considered as an academically slow learner. Mentors keep a close eye on these students and keep their parents informed about their performance.

The mentor keeps track of the student's academic performance and identifies individuals who have poor academic performance or are slow learners on a regular basis. Mentors become involved with such students and aid them by assisting them with assignment completion and scheduling extra and remedial lessons for them. They also promote and motivate advanced learners to improve their academic performance while also providing them with various venues for

professional growth. They work on finding out the hidden talent of the students in various aspects of academics, co-curricular, extra-curricular and extra-mural activities so that they can be encouraged to do various activities in the concerned area for their holistic development. The students are encouraged to meet their mentors at regular intervals.

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

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

Number of Students	Number of Teachers
2963	98

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Students are encouraged towards adopting experiential learning, participative learning and problem-solving methodologies. For this the following practices are followed by the teachers:

Experiential Learning: Students are encouraged to enroll in various courses other than their own course to enhance their skills. For this they are told about various platforms which provide free of cost courses online. In this year of pandemic students were having lot of time to explore various other resources of knowledge available. Whenever they needed guidance in this process for which the faculty members were available for them. As a result, many students tried many courses and enriched their resume.

Participative Learning: Teachers encourage students to participate in various activities such as webinars, group discussion, various online competitions organized by different institutes. In this pandemic all the institutes floated a huge number of various types of competitions for the overall development of students. Because the competitions were online students were able to participate in a number of competitions organized by even faraway places, which otherwise they couldn't do. A good number of students participated and won various competitions.

Problem Solving Methodologies: Class presentations is a regular activity of for students, where they are assigned a case study and they have to give their solution for that. This year, students participated through PPT presentations using the Microsoft Teams Platform. Online debate sessions and, various kinds of quizzes were conducted to increase their problem-solving skills.

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 the session 2020-21 the whole world faced a challenge of leading their life from their homes only. Everything was so uncertain and so was the education sector. Our college was already using various ICT tools in their offline teaching also. But when it came to working from home the only option left was online teaching. For that our college did a number of efforts to continue the teaching-learning process. The following tools are available in the college-

ICT Tools:

1. Desktops and Laptops
2. Projectors
3. Printers
4. Photocopier Machines
5. Multifunction printers
6. Scanners
7. Seminar Rooms equipped with all digital facilities
8. Smart Board-One smart board is installed in the campus.
9. Wi-Fi Campus
10. Online Classes through Microsoft Teams
11. Cisco Webex for webinars and meetings
12. Digital Library resources

Use of ICT by Faculty:

- Power Point Presentations-Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors.
- Guest lectures, expert talks and various competitions on virtual platforms are regularly organized for students.
- Online quiz- Faculties prepare online quiz for students after the completion of each unit with the help of GOOGLE FORMS.
- Video Conferencing-Classes are taken through Microsoft Teams
- Video lecture-Recording of video lectures is made available to students for long term learning and future referencing.
- Online Competitions-Various events like Poster making, Brochure Making, Certificate Designing, Photography, Quiz, Singing, Dancing, Declamation, Poetry, Business Plan, PPT Presentations etc. are being organized with the help of online modes.

- WhatsApp groups of all the subjects are made separately, where students can discuss their queries.
- Examinations are conducted through online mode.
- Assignments were taken through online mode.

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

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

2.3.3.1 - Number of mentors

98

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
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

59

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

45

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

880

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 follows strictly the guidelines and rules issued by the Kurukshetra University while conducting internals and end semester examinations. Continuous Internal Evaluation (CIE) is done on the basis of performance of student in class-tests, marks obtained in assignments, regularity of attendance in classes, participation in different activities like NCC, NSS, YRC, Sports etc. and efforts taken by the student to improve his/ her performance over the semester.

The college examination cell framed guidelines for conducting the CIE in line with academic calendar of the Kurukshetra University. The internal marks evaluation scheme is conveyed through an orientation program to the students at the beginning of each semester. This allows the students to understand evaluation process. The entire internal evaluation system remains impartial and accurate. The college has reformed the CIE system from faculty centric to student centric. This year due to COVID-19 the assignments and tests were taken through online mode. Following steps were taken:

- Two handwritten assignments were taken through Microsoft Teams App.
- Assignments were evaluated and returned through the same mode giving proper feedback to the students.
- For regular evaluation online quizzes were conducted on regular intervals.
- In place of house exam due to COVID-19 an extra time bound assignment was taken, which was further evaluated and reported back to the students.
- Queries and grievances of students regarding marking were well taken.
- Clarification is given by faculty to enable them to perform better in future.
- As per the criteria given by Kurukshetra University, internal assessment is calculated with complete transparency.
- This year attendance of students was not considered for marking their assessment due to COVID-19. Still a special weightage was given to those having more than 90% attendance yet in this online mode.
- After preparing the assessments report by faculty it is shown to HoDs and a copy is submitted by the concerned faculty to the office.
- The final internal assessment marks are then uploaded on Kurukshetra University ERP at the end of semester by the office.

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

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

College has its own very strong Examination Cell comprising of a Senior Faculty member as Controller of Examination, Center Superintendent, Overall in-charge, offline exam in-charge, online exam in-charge, online answer sheets distribution in-charge and other teaching faculty and non-teaching staff as members for smooth conduction of end semester examination. During COVID-19, conduction of examination was quite a challenging task. But our college managed it so well. But still since the students were not used to this system they could face difficulties in that. So to minimize that following steps were taken by the college:

- Proper guidance was given regarding the online conduction system before the conduction of exams.
- A video was made and circulated among students regarding how to make the pdf and upload in Google Form.
- Those not having resources were given an option to give exam in physical mode.
- In case of any difficulty in uploading the pdf proper help desk was maintained to guide them.
- Still if any grievances came it was sorted through proper channel.
- If student has any grievances related to evaluation of university answer scripts, student can apply for verification of the same.

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

2.6 - Student Performance and Learning Outcomes

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

The institution has prepared Programme Outcomes for all the offered courses, which are Programme Specific Outcomes and course outcomes. These are finalized as per inputs received from Kurukshetra University, Kurukshetra and IQAC.

Each department defines the Program Outcomes (POs) and Program Specific Outcomes (PSOs) as part of the college's outcome-based education. We use a consultative process with stakeholders to define the POs and PSOs, pertaining to the college and department's vision and goal, as well as the quality of course offered.

The Course Outcomes (COs) for each subject is defined by concerned faculty member in consultation with other faculty teaching the same subject and Head of the Department.

The POs, PSOs and COs are available on college website and are also communicated with students, teachers and other concerned staff members. The COs are also communicated to students through faculty announcements at the start of each semester and periodically throughout the semester.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.dsckarnal.org/index.php/about-college/2021-01-12-09-15-25/criterion-2-6-student-performance-and-learning-outcomes
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The college takes an active role in the development and dissemination of POs, beginning with departmental meetings to develop teaching plans that maximize POs, PSOs, and COs. HODs and teachers map out teaching tactics and evaluation procedures that are aligned with these aims.

The stated outcomes are assessed using a variety of assessment approaches. It is done on a regular basis during regular teaching, as well as on a periodic basis through internal assessment, and finally by evaluating the University results of outgoing students, their placement through Placement Cell activities, and their progression to higher education, as determined by personal feedback from students. Although that placements were negatively impacted in 2020-21 due to the COVID-19 pandemic, the overall results showed a significant rise in the percentage of all the students, indicating strong achievement of the outcomes.

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

792

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

2.7 - Student Satisfaction Survey

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

<https://dsckarnal.org/images/students-satisfaction-survey-report-2020--21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

in Lakhs)

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

0

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

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

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

0

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

3.2 - Innovation Ecosystem

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

The Institution Innovative Council (IIC) of Dyal Singh College, Karnal was constituted to foster the culture of innovation and start-up ecosystem in the college. The event was presided over by Sh. Sanjay Kumar, Principal, Dyal Singh College, Karnal. A committee was constituted for this to engage large number of faculty, students and staff members in the various innovation and entrepreneurship related activities such as problem solving, ideation and the role of innovative thinking in solving the problem of unemployment. Sh. Sanjay Kumar, Principal congratulated the IIC - DSC Karnal team for taking the first step towards realizing this vision and providing a platform for much needed guidance in this direction.

File Description	Documents
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Upload any additional information	View File
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

1

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

0

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

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

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

12

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

10

File Description	Documents
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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

A Two Week Online certificate course on "Communication Skills" was organized under the aegis of UGC Research and New Courses Committee of Dyal Singh College, Karnal. A total of 153 students registered for the event. Through this course all students were happy not just because for certificate or resume , they were satisfied because they learned something valuable and full of knowledge which created enthusiasm, knowledge, creating skill and most importantly use of info . Through all the sessions, students can take a step towards their bright with great knowledge.

A Two- Week Short Term Course on "Health, Nutrition and Fitness" was organized from 16th November 2020 to 29th November 2020, under the aegis of UGC Research and New Courses Committee of Dyal Singh College, Karnal. The course content was divided in the form of recorded video lectures, two live session and two quizzes. The video lectures were recorded by CA Manisha Saluja and live sessions were conducted to resolve the queries of the participants. Live sessions were very interactive due to the active participation of the participants. The queries raised by the participants was an evidence of the fact that how conscious they are about their health and want to clear their myths and doubts on nutrition and fitness. The course received an overwhelming response and participants really benefitted a lot by attending this course. Their satisfaction is reflected in their positive feedback to the course.

An online workshop on "E-Filing of Income Tax Returns" was organized by the Department of Commerce, Dyal Singh College-Karnal in association with Haryana Commerce and Management Association for the holistic development of students in daily life's demands and challenges.

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

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

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

4

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

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

48

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the 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

2089

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

3.5 - Collaboration

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

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

2

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	View File
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

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

Classrooms :

Class rooms in the College are well furnished and ventilated. Most of the classrooms have front Platforms to ensure better eye contact between the teacher and students. The classrooms have large blackboards / Green Blackboards, Podium, Fire Extinguishers and sufficient number of benches. Smart classrooms have Overhead Wi-Fi enabled LCD projectors with Roll-down screens cascading over the black or green boards.

The policy for allocation of classrooms ensures optimum utilisation of available resources. For the purpose of allocation of class rooms in a judicious manner, A Time Table committee is constituted by the principal in consultation with the Advisory committee. Time table committee consists of four senior faculty members from different streams and is responsible for judicious allocation of classrooms keeping in mind the workload of the faculty members, size of the class room and strength of students in a particular class.

The classrooms, boards and furniture facilities are utilized regularly by the students but these are also made available to governmental and non-governmental organizations for conducting various exams, elections, etc. Smart classrooms are used judiciously as per the requirements of faculty members.

Duties for the cleanliness and maintenance of the classrooms are assigned to the non-teaching staff.

Laboratories:

The college has well equipped Physics, Chemistry, Botany, Zoology, Bio-technology, Computer Science, Mathematics, Geography and Language laboratories. The Time table committee allocates these laboratories for conducting practical classes. The students are divided into batches for practical classes. The requirement for new equipments and consumable stores for different laboratories are submitted by the concerned Department Head to the Principal for his approval and all the equipments or consumables purchased are entered in the stock register maintained by the respective departments and signed by the Department Head. Annual stock taking of the laboratories is done by the Custodial Departments with the assistance of the Lab staff. Lab staff is also responsible for the upkeep and maintenance of resources in the Laboratories. Any damage or theft of equipment, is brought to the notice of the authorities immediately.

Computers:

The college has adequate number of the computers with internet connections and the utility soft wares located in Principal Office, Administrative office, laboratories, library, Departments, NSS and NCC rooms etc. All the stakeholders have equal opportunity to use these facilities as per the rules and the policies of the institution. The Administrative office computers which are connected through the LAN are loaded with necessary office soft wares to ensure systematic and efficient discharge of office work and their use is restricted only to the office staff. The central computer laboratory connected in LAN is open for the students as time permits them. Computers, Laptops and printers in different departments are available for use by the faculty members.

Upload any additional information	View File
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.

Youth Welfare:

For the holistic development of students, the college offers a number of co-curricular activities under the aegis of Youth Welfare Committee. Various sub-committees such as Theatre, Poetic Recitation, Debates and Declamation, Singing, Dance and Mime and Mimicry are constituted. Talent Search Competition is organized in the beginning of every session. The teachers in charge of each sub-committee encourage students to participate in Intra-college and Inter-college competitions and develop their latent capabilities. Specialized guidance and training from resource persons and professionals is provided to the students for participation in Youth Festival as well as for participation in Inter college competitions.

Auditorium:

The college has an auditorium with a seating capacity of over 700 people. It is equipped with a large stage, two green rooms, and washrooms. This facility is used for:

- Organising Seminars, Conferences and workshops ;
- Cultural events like Talent Show, Youth Festival, Fests, etc.
- Alumni Meet
- Convocation

Seminar Hall:

The college has one fully furnished air-conditioned Seminar Hall and equipped with audio system, overhead Wi-Fi enabled LCD projector, screen and white board. All the arrangements in the Seminar Hall are made by the computer technician and electrician. The department intending to use Seminar Hall has to take prior permission of the Principal for the same. In case the Seminar Hall is required for different activities at the same time then either the schedule of activities is changed or priority is given to the activity deemed more urgent. Seminar Hall is used for organising the following activities:

- Extension Lectures for students
- Guest Lectures for faculty and staff
- Placement drives for students
- Staff council Meetings
 - Competitions such as Declamation, Debate , Poetic Recitation for students

Gym/ Fitness Centre:

- There is a Gym / fitness centre in the college campus for its students and staff members.

Sports Facilities: The College has been excelling in sports. Participation in different sports fosters leadership, teamwork discipline, and sportsmanship in the students. Every year the College holds Sports Inter-

class, Inter College and Inter University matches and Sports Day. Coaching facilities to the players for different games are provided for their proper training and grooming.

The College has teams for Cricket, Basket Ball, Badminton, , Table Tennis, Shooting, and Athletics.

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

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

7

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

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)

218

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

4.2 - Library as a Learning Resource

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

College library

College library is open from -9.00 am to4 pm on all working days for the students and faculty members. A membership card is issued to the students and they are required to produce the same at the time of borrowing books, etc. in her/her name or availing different facilities. Outsiders such as research scholars, alumni and others can also use the library facilities with the prior permission of the principal. The College Library is fully automated and provides user services through computer. The library is equipped with LAN facility for the computers and they are loaded with the library softwareKoha. Computers with internet facility in the library are open for use by the students as and when required during college hours. There are separate reading rooms for undergraduate, post-graduate, girls' students and faculty.

Well-stocked and presently having a collection of over fifty eight thousand books on different subjects, latest publications in the fields of science , commerce, economics, humanities and social sciences are continuously added to the collection.. Annual budget for purchase of books is passed by the Management and then books are purchased by asking for requisitions from different Departments. After receiving requisitions, a centralised order for purchase of books is placed with the pre decided bookseller. The bookseller is decided in advance at the beginning of the financial year by inviting their quotations regarding discounts and other terms and conditions so that the time is not wasted in procedural formalities at the time of actual purchase of books.

The Library subscribes to over 43 journals of national and international repute. Some of the prominent journals are Economic and Political Weekly, Yojana, Journal of Marketing .

The library also subscribes to a number of National Newspapers and State Newspapers. Magazines such as Business India, Business Today, Business World, Competition Master, Competition Success Review, Pratiyogita Darpan , India Today, Outlook, amongst others are also subscribed in the library.

The Library also provides access to the e-resources.

The Library has a "Book Bank" consisting of core texts books, which are issued to deserving students for the whole academic session.

The Library has its own SMS service for sending messages of issue and return of books to the teachers as well as students.

File Description	Documents
Upload any additional information	View File
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

A. Any 4 or more of the above

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

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

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

2.57

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

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

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

90

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

4.3 - IT Infrastructure

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

Yes. The college regularly updates its IT facilities including wi-fi depending upon the requirements. During the session 2020-21 due to online classes the online teaching platforms were increased with the facilities of Microsoft Teams, Google Suite , Cisco Webex and a number of new wi-fi connections were installed for the smooth conduct of online classes.

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

4.3.2 - Number of Computers

286

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. $\geq 50\text{MBPS}$

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

4.4 - Maintenance of Campus Infrastructure

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

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

118

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

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

College Policies for Use of Infrastructural Facilities

The College has well defined policies for use and maintenance of existing infrastructure facilities. Duties are assigned to the faculty members to ensure equitable allocation and efficient utilization of facilities.

The College has the following infrastructural facilities:

Department Rooms

Class Rooms

Laboratories

Computers

College Library

Principal Office and Administrative Office

Locker Room

Students' Notice or Bulletin Board

Conference Room

Auditorium

Seminar Hall

Girls Common Room

Staff Room

Canteen

Medical Room

NSS/ NCC/ Women Development Centre

Youth Welfare Room

Language Lab

Business Lab

Zoology Museum

Botanical Garden

Parking Area

Sports Facilities

Gymnasium/ Fitness Centre

SBI branch

Sports Ground

Lawns

Rain harvesting systems

Solid Waste Management

Electrical establishments, Transformers and Generator, Solar Power Project

Water Resources

Fire Extinguishers

Staff Quarters

Road Safety Club

Alumni Meeting Room

Security Guard Room

Washrooms

College Building possesses great architectural and heritage value. It was this aspect that led to recognition of the Main Campus Building as a "Heritage Building". Additions were made time to time as per the needs of the stakeholders keeping intact the originality of the main building. The College takes pride in being a differently-abled friendly campus with new ramps to provide access to Library, Administrative Block, Class rooms, Staff room, Girls Common Room, Laboratories, etc. To ensure vigilance and security, CCTVs have been installed at all important places in the campus.

Maintenance of Physical Facilities:

The College has constituted various committees for maintenance of existing infrastructure facilities. These committees are constituted by the Principal in consultation with the Advisory Committee which consists of senior

most 15% of the total faculty members and the Staff secretary. It is ensured that the Advisory Committee has representation of all the three streams- Arts, Commerce and Science.

Department Rooms:

The College has 17 Department rooms each allocated for a particular subject being taught in the college. Allocation of separate rooms to each Department makes it convenient for the students to contact their teachers for resolving their queries and doubts.

All the Department Rooms are well furnished. Department Room is used by the Head of the Department and the Department faculty for carrying out day to day activities of the Department. There is a Notice/Bulletin Board in each of the Department where the Schedule of extra -curricular activities, photos of activities organised by the Department, information regarding forthcoming Seminars, Conferences, workshops, etc. are displayed. There is a flex hanged on the wall of the Department Room which mentions the achievements of the students and faculty members. Most of the Department Rooms have sufficient number of lockers for use of faculty members. Each Department is equipped with Wi-Fi connected Desktop , air-coolers/ heaters and drinking water facility. Some of the Departments have their own Printers, Scanners, Laptops, LCD projectors , Screens and Department Library comprising of Books for reference purposes.

Classrooms:

Class rooms in the College are well furnished and ventilated. Most of the classrooms have front Platforms to ensure better eye contact between the teacher and students. The classrooms have large blackboards / Green Blackboards, Podium, Fire Extinguishers and sufficient number of benches. Smart classrooms have Overhead Wi-Fi enabled LCD projectors with Roll-down screens cascading over the black or green boards.

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College library

College library is open from -9.00 am to 4 pm on all working days for the students and faculty members. A membership card is issued to the students and they are required to produce the same at the time of borrowing books, etc. in her/her name or availing different facilities. Outsiders such as research scholars, alumni and others can also use the library facilities with the prior permission of the principal. The College Library is fully automated and provides user services through computer. The library is equipped with LAN facility for the computers and they are loaded with the library software Koha. Computers with internet facility in the library are open for use by the students as and when required during college hours. There are separate reading rooms for undergraduate, post-graduate, girls' students and faculty.

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The Library has a "Book Bank" consisting of core texts books, which are issued to deserving students for the whole academic session.

The Library has its own SMS service for sending messages of issue and return of books to the teachers as well as students.

Principal Office and Administrative Office:

The College has well-furnished well equipped and fully air conditioned Administrative Block. Administrative Block has Principal Office and three other rooms - one for the head clerk and two rooms for the remaining office staff. One room has windows from where the office staff deals with students standing on the other side of the windows to avoid

unnecessary entry of the students in the office. . The Principal office is well furnished and has Computer with Wi-Fi connection. Wall mounted LCD Screen showing footage of CCTV cameras installed at different places in the campus area is also there to keep an eye on what is going on in the college campus. The Principal Office is supplemented by a Retiring Room where the Principal and visiting dignitaries can relax for a while during strenuous working hours.

The administrative office is fully computerised along with the facility of scanner and photocopier machine. The store and Amirah in the Administrative Office are used for storing all necessary documents and files. The keys of the store and Amirah remain in possession of the dealing person.

Locker Room: The College has a Locker Room where all important documents and records are kept safely under lock and key. The keys of the Locker Room remain in the custody of Head Clerk.

Students' Notice or Bulletin Board: Students' Notice or Bulletin Board displays important notices and information such as Admission Schedule, Time Table, Date sheets of University / College Examinations, Deposit of Fees, academic and co-curricular activities taking place in the College and other institutions, etc. The students are required to keep themselves up to date on College affairs.

Conference Room:

Conference room is well furnished and used for following purposes.

- Meetings of different college committee
- Meetings of IQAC

Auditorium:

The college has an auditorium with a seating capacity of over 700 people. It is equipped with a large stage, two green rooms, and washrooms. This facility is used for:

- Organising Seminars, Conferences and workshops ;
- Cultural events like Talent Show, Youth Festival, Fests, etc.
- Alumni Meet
- Convocation

Seminar Hall:

The college has one fully furnished air-conditioned Seminar Hall and equipped with audio system, overhead Wi-Fi enabled LCD projector, screen and white board. All the arrangements in the Seminar Hall are made by the computer technician and electrician. The department intending to use Seminar Hall has to take prior permission of the Principal for the same. In case the Seminar Hall is required for different activities at the same time then either the schedule of activities is changed or priority is given to the activity deemed more urgent. Seminar Hall is used for organising the following activities:

- Extension Lectures for students
- Guest Lectures for faculty and staff
- Placement drives for students
- Staff council Meetings

- Competitions such as Declamation, Debate , Poetic Recitation for students

Girls Common Room:

The college has a Girls Common Room for exclusive use by the girl students. GCR is a place where the girls can relax in their free periods. One of the female staff is deputed as Incharge of the GCR and is responsible for ensuring the smooth functioning of all the facilities in the GCR. GCR has the following facilities:

- Adequate furniture
- Sanitary Napkin Vending machine with Incinerator
- Indoor Games like Carrom and Table- Tennis
- Water Cooler
- Clean and Hygienic washrooms
- Magazines and Newspapers
- Notice Board to display Notices
- Dustbins
- First Aid Kit
- One Female Attendant

Staff Room:

College has a well-furnished fully air conditioned Staff room. The staff room is a place for the teaching staff of the college to relax in their free periods. The staff secretary chosen unanimously or elected by the staff members is responsible for the upkeep and maintenance of the same. Within the main staff room, a separate room has been earmarked for exclusive use by the female staff members. The college staff room has the following facilities:

- RO system for safe drinking water,
- Refrigerator
- Microwave Oven
- Crockery
- LCD with cable network,
- Clean and hygienic washrooms separate for male and female staff
- Comfortable furniture
- Lockers for the Staff
- Display board for notices & circulars
- Bio-Metric Attendance Machine
- Dustbin
- Newspapers
- First Aid Kit
- One Attendant

Outsiders are not allowed in the staff room. However, staff members are allowed to entertain their acquaintances in the staff room.

▪

College canteen is one of the most happening place in the campus. It is a place to relax, interact and rejuvenate. The college has a spacious Canteen having a cooking area and separate eating places for boys, girls and staff. A

Canteen Committee is appointed by the Principal which regularly inspects and surveys the hygienic conditions of the canteen and the food prepared and served there. Policy for allocation and maintenance of the canteen is as follows:

- The canteen space is sub-let to an outside contractor by inviting tenders
- It is the responsibility of the contractor to keep the canteen clean & hygienic.
- Food items & beverages are sold on affordable and pre-approved prices.

Medical Room:

The College has a Medical Room to provide immediate medical assistance to needy students and staff members. A visiting doctor visits the campus daily for two hours.

NSS/ NCC/ Women Development Centre:

1. :The NSS Unit of the College provides a platform to students for active participation in community service. The unit organises special camps in nearby villages. One week long NSS camp is organized every year where students undertake various social welfare activities like Blood Donation Camp, Tree Plantation and awareness programs on drug de-addiction, AIDS, Gender Sensitisation, Adult Education and other social issues.

NCC :The NCC unit of the College aims to foster 'esprit de-corps' among the cadets and instill in them the qualities of character, courage, discipline and selfless service for the defense of the country. Two units of the NCC - Army Wing and Air Wing function in the college. Membership in the NCC / NSS is voluntary and selective.

Women Development Centre :Women Empowerment and Gender Equality are the most important social issues. To create a gender sensitized community within the campus as well as in the society, Women Development Centre has been constituted in the College. All the students of the college are member of the Women Development Centre (WDC). It organises various academic, legal, medical, cultural and social events for the upliftment and empowerment of women and spread gender equality in the society through the College students.

Youth Welfare:For the holistic development of students, the college offers a number of co-curricular activities under the aegis of Youth Welfare Committee. Various sub-committees such as Theatre, Poetic Recitation, Debates and Declamation, Singing, Dance and Mime and Mimicry are constituted. Talent Search Competition is organized in the beginning of every session. The teachers in charge of each sub-committee encourage students to participate in Intra-college and Inter-college competitions and develop their latent capabilities. Specialized guidance and training from resource persons and professionals is provided to the students for participation in Youth Festival as well as for participation in Inter college competitions.

Language Lab: The English Language lab provides a diverse experience from the conventional system of teaching and learning English language communication skills. Students from rural areas who are generally weak in English can have sufficient ear training in the language lab. It aims at confidence-building among students for interactions and presentations in English. The basic purpose of the lab is to provide students a platform to enhance English language skills, communication skills and to practice soft skills Software.

Business Lab: Recognising the importance of much needed practical exposure to students in the field of Trade, Business and Commerce, a Business Lab has been established in the College. The lab provides practical orientation to students by linking the subject syllabi with practical training in the lab. The Lab is equipped with sufficient number of computers loaded with Tally software.

Zoological Museum :

The College maintains a Zoological Museum as apart of Zoology Department in which animal collections are assembled (animals in fixing fluids , dried, or specially prepared animals, stuffed animals , skeletons, hides and articles made from horns , bones, shells, etc.). The specimens collected from various places are classified systematically and arranged in order. Museum displaying hundreds of specimens spanning the entire animal kingdom, from Elephant skeleton, to birds, reptiles, insects and molluscs. We have embryos, stuffed animals, skeletons and bones of various animals. The Museum is a desirable teaching aid which helps teachers in explaining the evolution, exploration and conservation and diversity of animal life.

Botanical Garden:

Botanical Garden in the College is a home to various species of flora and fauna . Different varieties of ornamental , cultivated , wild and medicinal plants from various geographical regions are planted in the Garden. Botanical Garden beautify the College campus and serve as environmental stewards, outdoor classrooms, and living laboratories. Botanical Garden turn theoretical concepts into real-world experiences for the students and promotes awareness, study, and conservation of plant species diversity.

Parking Area:

The College has separate parking areas in for boys, girls and staff. For regulating entry, parking coupons are issued to the students using the facility. A class IV staff (Male for Boys parking area and Female for Girls Parking area) is deputed by the Principal for vigilance over the parking area. They also take coupons from the students when they park their vehicles and return the coupons at the time of exit.

Gym/ Fitness Centre:

There is a Gym / fitness centre in the college campus for its students and staff members. The equipments available in the fitness centre are multi gym machines.

Sports Facilities: The College has been excelling in sports. Participation in different sports fosters leadership, teamwork discipline, and sportsmanship in the students. Every year the College holds Sports Inter-class, Inter College and Inter University matches and Sports Day. Coaching facilities to the players for different games are provided for their proper training and grooming.

The College has teams for Cricket, Basket Ball, Badminton, , Table Tennis, Shooting, and Athletics.

SBI Bank branch: The College has branch of the State Bank of India to extend banking services to students and staff members and public.

Lawns: The botanical garden and college gardens are maintained by the gardeners appointed by the College. Gardeners remove trash from the college gardens, mow the lawns, trim over -grown bushes and trees, water the plants and trees and maintain and upkeep the college ground and lawns. The Principal appoints a committee for the beautification of the campus. The committee guides the gardeners in landscaping and plantation of medicinal plants, other plants and flowers. The committee also initiates the purchase of ornamental, medicinal and other plants from nurseries. The committee also gives suggestion for cutting and removal of hollow trees.

Rain harvesting system: Water conservation had become need of the time and rainwater harvesting is the only way to solve the water problem.. Pursuing its sustainable development practices, The College has set up rainwater harvesting pits / rooftop water harvesting on its campus. Rainwater harvesting is one of the best and simple process

or technology used to conserve Rainwater by collecting, storing, conveying and purifying of Rainwater for later use. There are two ways of harvesting rainwater, namely; surface runoff harvesting and rooftop rainwater harvesting. Under surface runoff harvesting, the rainwater which flows or runs on the ground surface is collected and stored to recharge the groundwater level. In roof top rain water harvesting, which is low cost and effective technique, the rain water from the top of the roof is diverted to some surface tank or pit through a delivery system which can be later used for several purposes.

Solid Waste Management:

Improper waste management is detrimental to human health and causes air pollution, water pollution besides depleting the ozone layer when burnt. Composting is a safe and cost-effective method of waste management. Composting can replenish and stabilize soil, helping to boost and sustain food production in the future. It can also help pull carbon out of the atmosphere, helping to tackle global warming, and replace polluting chemical fertilizers, protecting public health. As a green initiative, the College has made arrangement for solid waste management by composting.

Electrical establishments, Transformers and Generator, Solar Power Project Administrative Block, Staff room, Auditorium, seminar Hall, All College labs and classrooms are provided with power backup. The College has a power generator to provide power, in the event of main electricity failure. The College has the additional facility of online/offline UPS, which provide automatic backup in case of main electricity failure. The services of electricians are available within the campus. Electricians are responsible for the uninterrupted power supply and maintenance of equipment like generator sets, general lighting, solar panels etc. There is a complaint register in the office of the Head Clerk where complaints for any kind of defaults are entered. The head Clerk then takes up the matter with the Principal and duties are assigned for the necessary repair work.

Water Resources: The services of plumbers are availed from outside. Servicing of water purifiers and cleaning of water tanks is also performed regularly by the outside service providers. There is a complaint register in the office of the Head Clerk where complaints for any kind of defaults are entered. The head Clerk then takes up the matter with the Principal and the repair work is outsourced to the outside agencies.

Fire Extinguishers: The College also has fire extinguishers that are maintained and placed strategically in keeping with fire safety norms.

Staff Quarters : There are eight staff quarters for the non-teaching staff of the College. The quarters are allotted on the basis of merit after scrutiny of applications received.

Road Safety Club:

A road safety club has been constituted to aware the students about road safety rules and regulations. The club organises a number of workshops during the year to impart such information as well as to assist students in applying for licences.

Alumni Meeting Room:

A room has been allotted by the Principal to the alumnus of the College. Alumni Association Executive members meet regularly in the college to discuss about their participation in various college activities.

Security Guard Room:

There are two security guard rooms which are used by the security guards of the College during night shifts.

Washrooms: Sufficient number of washrooms are available separately for girls, boys and staff. Washrooms are kept clean and hygienic by the appointed sweepers.

General Maintenance: The College ensures regular upkeep and maintenance of infrastructural facilities through trained in-house experts as well as appropriate outside agencies. The campus is cleaned daily by the sweepers appointed by the college authorities. Head clerk allots different sections to each of the sweeper for cleaning and maintenance.

The services of electricians, and computer technicians are available within the campus while services of plumbers are availed from outside. Electricians are responsible for the uninterrupted power supply and maintenance of equipment like generator sets, general lighting, solar panels etc. Computer technicians ensures regular support services relating to computer hardware and software. They are also required to allot Wi-Fi passwords to individual students and faculty members. Annual Maintenance Contracts (AMCs) signed with the external agencies/private vendors for the maintenance of computers, LAN, servers, printers, projectors, scanners, laptops, biometric attendance system water-coolers and water purifiers. There is a complaint register in the office of the Head Clerk where complaints for any kind of defaults are entered. The head Clerk then takes up the matter with the Principal and duties are assigned to the in-house maintenance staff for undertaking the necessary repairs or to the concerned committees for necessary action. If the magnitude of expenditure likely to be incurred is above a specified limit, the repair work is carried out without inviting quotations. But if the expenditure involved is more than the specified limit, then quotations are invited (Minimum three quotations) giving sufficient time to the contractors to submit their tenders. Tenders are then opened on pre decided date in the presence of Principal, Bursar and members of the concerned committee for inspection. A comparative statement of all the valid tenders is made and tender is awarded to the contractor with lowest quotation. The statement is signed by the committee members, Bursar and the Principal. An official letter is then sent to the successful contractor. Regular pest control spray in the college premises is done with the help of local experts.

For Students safety, security personnel is deputed at the College gate where entry and exit of outsiders are observed and recorded. Moreover, the entire college campus is under CCTV surveillance.

For regular maintenance of college buildings, white wash and paint of the college building is done as per schedule on a cyclical basis or on need basis. Principal in consultation with Construction & Maintenance Committee of the college decides about the construction, renovation and repair of the existing buildings as per requirements. The actual work is carried out only after getting permission from the Management.

The College website is maintained by Globex, Xini IT Solution Pvt. Ltd. Karnal.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://dsckarnal.org/index.php/about-college/2021-01-12-09-15-25/criterion-4-4-maintenance-of-campus-infrastructure

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

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

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

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

4

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

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

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

13

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

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

5.2.2.1 - Number of outgoing student progression to higher education

25

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

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

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

8

File Description	Documents
Upload supporting data for the same	No File Uploaded
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.

4

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
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)

Student editor of Magazine Harmony:

Sapna Sharma (Hindi section)

Sharmistha (Science Section)

Riya (English Section)

Sonali Baweja (Commerce Section)

Shiv Charan (Punjabi Section)

Harshit Kumar Nagpal (Sanskrit Section)

Student participation in various activities:

Chemistry Association

1. National level online poster making competition
2. National level online power point presentation competition
3. National level online Certificate making competition

Biology Association

1. Essay writing
2. Slogan writing
3. Selfie with nature

Commerce Association

1. National level competition on short video making
2. National level online Brochure making competition

Mathematics Association

1. State level online declamation

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

9

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

5.4 - Alumni Engagement

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

Dyal Singh College Karnal has a registered Alumni Association. Due to covid no physical activity was performed.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision: Excellence is a journey, not an end

Mission:

- To create top quality human resource by developing the innate talent of our students.
- To provide conducive environment for holistic development of personality and improve the overall academic performance.
- To inculcate the spirit of Secularism, Nationalism, Communal Harmony & Rationalism.
- To inculcate discipline as a value system and motivate youth to render service to the society at large.

The college uses a time-tested and successful secretarial constitution to ensure that the institution is efficiently governed and administered. The constitution goes like this -

The Management >The Principal >The Heads of the Departments >The Faculty Members

Our college is reputed for its progressive approach, commitment and a well-designed integrated curriculum for the pursuit of excellence. Ever since its re-establishment in 1949 the institution has been imparting quality education that helps students to re-define the Social, Political, Economical and Environmental patterns of society. Providing students, the guidance with a blend of academics and life skills is the 'Hallmark' of the competent Management & Faculty of the organisation. The Alma Mater strives to give an ambience for the 'Holistic Development' of everyone into its care through regular face-lifting of infrastructure, enhancing scientific and social abilities of students and above all making them capable to brave the forthcoming challenges of life.

File Description	Documents
Paste link for additional information	http://www.dsckarnal.ac.in/administration-2/
Upload any additional information	No File Uploaded

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

On various agendas, the management holds the Executive Committee Meeting with the Principal to review the academic, administrative, and progressive activities planned for the growth of the institution. This meeting is held on regular intervals in the college premises. Major policy decisions are taken in these meetings. To ensure the enforcement of the decisions taken in the executive committee meeting, the Principal conducts various meetings with all the Heads of the departments. Be it academic activities, social activities, cultural activities, sports activities, placement activities, extension activities, industry interaction and alumni interaction etc, all the decisions are taken in consultation of the various members of the respective committees. The heads of the departments and the conveners of the various committees regularly conduct departmental and committee meetings with all the members to ensure that the various committees that have been constituted are functioning effectively to ensure maintenance as well as continuous improvement in the quality of the teaching-learning process

There are three faculties in the college - Humanities, Science and Commerce, with a total number of 19 departments, each having a departmental head, who shoulders the whole responsibility of the department. The heads of the departments have full operational autonomy. In order to carry out the administration of the college, the Principal divides the total work into various committees headed by a teacher incharge along with other teachers as committee

members. Some important committees are Admission Committee, Timetable Committee, Discipline Committee, Library Committee, Examination Committee, Purchase Committee, Cultural Committee, etc. All the committees work independently under the leadership of the convener. Yes, in our college, there is a culture of participative management. We make separate committees for Convocation, Annual Athletic Meet, Annual Function, Founders' Day and other events, which consists not only of teachers, but also include student representatives and non-teaching staff wherever necessary.

File Description	Documents
Paste link for additional information	http://www.dsckarnal.ac.in/college-profile/
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional perspective plan is in line with the institution's vision and goal, which serve as ongoing motivators for bettering academic quality policies and procedures. It is effectively used to focus on improving quality in the following areas:

Strategy Type

Details

Curriculum Development

- The college being affiliated to Kurukshetra University, Kurukshetra, the curriculum development is the prerogative of the University. The teachers of the college play an active role in curriculum development as members of Boards of Studies which is the statutory body for designing the curriculum.

Teaching and

Learning

- We use lecture method, PPT presentations, discussions, tests, assignment for teaching and learning in classroom.
- Along with it, stress is laid on seminars, group discussions and interactive sessions with the experts.
- We have modern teaching tools like overhead projectors, interactive board and DLP and LCD Projectors, which are used by the faculty to make teaching learning process more effective.
- Teaching plans are made well in advance for the semester, in which the syllabus distribution, revision tests, assignments, problem solving sessions is taken into consideration.
- Along with the regular classroom teaching, the students are encouraged to use the library and internet facilities provided in the college campus.
- During pandemic period, from August 2020 onwards, online classes were taken by teachers by using Microsoft Teams App.
- All the faculty members were given training for taking online classes through Microsoft teams.

- Microsoft Team Ids were prepared for all the faculty members as well as students.
- Proper class and section wise teams were framed with the help of these ids and then the classes were taken on these online classrooms following the regular timetable as followed during offline mode.
- Besides this PPTs and Video lectures were also uploaded on College Google drive link- <https://drive.google.com/drive/folders/1oJ6aN2fQU85kHsREN9xJtaVyUybBkM7v>
- Assignments were taken from the students through this app and properly evaluated to mark the internal assessment.

Examination and

Evaluation

The college being affiliated to K.U. Kurukshetra, it is obligatory for us to follow the system provided by the University in this regard.

- Internal and External examinations and evaluation is conducted as per Kurukshetra university guidelines.
- Internal assessment is done through internal tests, assignments, tutorials, term end examinations, interviews or observation of students engaged in activities.
- Regular internal assessment tests, orals are conducted by the teachers.
- The evaluation is carried out in a variety of formal and informal ways including group discussions, interviews, distribution and collection of assessment instruments, and semester end examinations.
- The marks obtained in house exams are given due weightage while calculating final assessment.
- Students are given proper guidance on the basis of their performance in house exams on the areas of improvement.
- During this session the examinations were conducted through blended mode. For those who were not having resources were given a chance to opt for offline exams and for remaining the online mode was taken due to covid protocols. To make this process successful students were first registered for the examination purpose.
- For invigilation the groups of 30 students were made on teams app.
- For proper monitoring the invigilators were assigned duties similar to those in offline mode.
- Cameras were kept on during the examination.
- Proper time was given to the students for uploading the paper in the google form specifically made for the particular subject code.
- After completion of the uploading process the responses of the google form were tallied with those of registered candidates to get the absentees.
- The division of the spreadsheet was done to allocate the papers to the particular teacher for marking.
- For submission of Award List again a separate google form was made.

- Awards lists were received in both online and offline mode and later on these were uploaded to the university portal.

Research and

Development

The Research committee of the college looks after the research activities on the campus. The faculty is motivated to apply for research projects. Our faculty organizes seminars/ workshops /conferences and actively participates in seminars / workshops / conferences in India as well as abroad.

- During the session an online Faculty Development Programme was organised to meet the need of the hour on the most relevant topic of "Designing and Development of MOOCs" .
- A National Workshop was also organised on the topic of "Funding Opportunities for researchers and How to prepare a successful proposal"

Library, ICT

and Physical

Infrastructure

/

Instrumentation

We have a Wi-Fi campus and internet connections under ICT plan of Ministry of HRD, Government of India to enable the faculty and the students to access the resources of knowledge. LCD/DLP projectors are provided in seminar hall. The college is equipped with 9 LCD projectors in the departments of Computer Science, Physics, Biotechnology, Chemistry, Zoology, Commerce, Economics and Geography. Besides, the college has two Audio-Visual Laboratories and a small laboratory to cater to the needs of the students of M.A. English. Alongwith this the college has two overhead projectors, one slide projector and one interactive board.

Salient Features of the Library-

- Rich and well-maintained library situated in the centre of the college with more than 10,000 sq ft area.
- It has ample sitting capacity for the readers.
- Separate staff reading section
- Rare books section.
- Separate section for Post Graduate Students.
- All Leading English and Hindi Newspapers are available.
- Reading rooms are well lit and have good ventilation.
- It has a vast collection of more than 55,000 books.

- Library has also subscribed N-List (E-Resource Programme) which provide 32 lakh e-books and 6500 e-journals.
- Membership with various online sites and journals like INFLIBNET, E-Journals aid the college in expanding its arena for avid readers.
- Library is providing round the clock WebOPAC facility to the faculty and students of the institute through KOHA Library Software.
- Smart Id-Cards with barcode are issued to the students which enable them to get the books issued and return the same online.
- Library also provide issue/return/renew alert through SMS.
- Library is equipped with surveillance of 16 CCTV Cameras.
- Library has 12 Computers and 5 printers.
- The reprographic machine enables students to avail the photocopying facility at a concessional rate.

Salient Features of the Labs:-

- Physics, Chemistry, Zoology and Botany laboratories are equipped with various instruments and equipment.
- Computer interface experiments are made available for students.
- Internet connectivity to computers in departments as well as Wi-Fi connection is available for all.
- LCD facility is made available in classrooms and laboratories.
- In Geography there are separate labs for all the classes with availability of lab equipment such as tool sheets, satellite imageries, stereoscope, rain gauge, thermometer, globes, 3D globes, maps, weather maps, charts, Atlases etc.

Human Resource

Management

- The college has a well-qualified and dedicated faculty.
- All the members put their efforts to make the students good human beings.
- All the members are assigned different duties and responsibilities as per their interest and expertise, which they fulfil with dedication and devotion.
- Teachers are allowed and motivated to participate in faculty development programmes and conferences/seminars/workshops.
- Teachers and non-teaching staff is appointed as per workload requirement and as per government policy.
- Career advancement scheme is made available to faculty.

- Personal files of all the employees are regularly maintained.
- All leave rules as per the Government of Haryana Statutes are strictly complied.
- Attendance register is maintained and checked regularly.

Industry

Interaction /

Collaboration

The placement cell of our college organizes the visit of various companies from time to time. The companies like Infosys, Genpact, Wipro, Amazon, Deloitte, RIRCM, Vrinda Global, Country Delight, British Tele-Communications, Scorpssoft, TCS, Concentrix, Capgemini, ICICI Prudential, Just Dial, Tech Mahindra, ITENIC Technologies, ARN Technologies are invited to the college on regular basis and as a result many of our students get placement every year in different organizations through campus interview and selection procedure. The students of B.Sc. and M.Sc. Chemistry classes visited various industries as prescribed in their curriculum.

The students of B.Com and M.Com are provided expert lectures from Industry experts.

Despite covid the following actions were done during the session:

- Students of our college appeared in Mega Job Fair organised by Indira Gandhi National College, Ladwa on November 28, 2020. A student of B.Com (Hons.) 5th Sem, Ms Payal Garg, was selected for the post of Accountant.
- A recruitment drive was organised in collaboration with Winapps Software Solutions Pvt. Ltd. on December 02, 2020. Thirty students from M.Sc, B.Sc and B.C.A. appeared for the same and four students were selected.
- Students of BCA and B.Sc appeared in Mega Online Placement Event for Infosys Technologies Limited, organised by GRD Group of Colleges, Ropar on December 11, 2020. Five students of our college were selected for the same.
- An online Extension Lecture for UG and PG students was organised in association with Commerce Association of the college on the topic "Educating students about various competitive exams" on June 02, 2021.
- A recruitment drive was organised in collaboration with Vrinda Consultants on June 22, 2021. 25 students from different streams of the college appeared for the interview and six students were selected.
- One day National Webinar was organised on the topic "Customize your Career through Soft Skills" on July 10, 2021

Admission of

Students

- All the admissions are made as per the rules of Haryana Govt. and strictly on merit.
- College is connected with online Admission portal of Haryana Govt. www.online.highereduhry.edu.in.
- The college makes all the efforts to ensure the implementation of the reservation policy framed by Government of Haryana and K.U. Kurukshetra.

- All the admission notices are displayed on the college notice board and the website.
- The admission process is totally transparent.
- Applications filled online are verified in college as provided by the DGHE.
- The courses and seats available are displayed in the college website as well as the online admission portal of DGHE.
- List of Nodal officers of all the streams along with their contact numbers is also displayed on the online admission portal of DGHE.
- Fee details of each courses are also displayed there.
- A help desk (counselling committee is also constituted in the college campus to guide students about filling online admission forms and resolving other queries regarding admission.
- On the start of the session an Orientation programme is also conducted for all the new students of all the steams to make them familiar with the college rules and regulations.
- Separate orientation programmes for separate streams are also arranged by the Library to acquaint them with the library resources and processes.

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

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

Area

Details

Policies

(Functioning of Governing Body)

- College has a visionary governing body that keeps track of the institution's goal and mission. It has a well-functioning organisational structure that oversees and enhances the institution.
- Governing Body is the Institution's policy-making body, and it meets frequently to discuss the agenda established by the Principal.
- It assesses the institution's performance and the decisions made at the previous meeting, as well as approving policy decisions.

- Scrutinizing and approving the budgetary proposals.
- Every new suggestion is discussed, and a decision is made.
- Governing Body confirms the academic advisory committee's decisions.
- Fix the fees and other charges payable by the students of the institute on the recommendations of the Finance Committee for self-finance courses
- To appoint Principal, the teaching and non-teaching staff on the recommendations of the selection committees constituted.
- To monitor and evaluate the teaching programs in the institute and suggest remedial measures.

(Functioning of the Principal)

- The Institutional Management is built in a scientific approach with transparency to obtain the best outcomes out of it, based on the management's hands-on experience.
- From top management to lower levels, a hierarchical structure is built, clearly defining the Duties, Responsibilities, Accountability, and Authorities at each stage.
- All administrative functions of the College are coordinated and overseen by the Principal.
- To initiate all the developmental activities, monitor the progress and report to the Governing Body.
- Principal ensures and receives the budgets from all the departments for every calendar year.
- To provide leadership, guidance, assistance with execution, and oversight of all academic activities in accordance with the affiliated university
- To prepare all the agenda items, co-ordinate the conduct of meetings and arrange to follow-up all actions required.
- Various committees are set-up in consultation of the advisory for the smooth functioning of the college.

Functioning of the Heads of the Departments

- Hods prepare the departmental workload.
- Assist in the appointments of adhoc faculty.
- Coordinates with time-table incharge to prepare departmental timetable.
- Distribute the specimen copies of the reference books to the faculty.
- Coordinates with library incharge for purchase of library books in their subjects.
- Collects the internal assessment from all the faculty members.
- Distribute the class and paper division at the time of house exams.

- Ensures smooth working of subject Associations by coordinating with them on the conduction of various departmental activities.
- Monitoring the departmental issues and issues of students relating to any matter.
- Ensuring smooth functioning of classes as per the timetable and maintaining discipline.
- Maintains the departmental stock register.

Functioning of various assisting positions

- The College also maintains an Internal Quality Assurance Cell (IQAC) that works toward achieving the quality enhancement and maintenance goals. The IQAC plays a vital role in monitoring the institution's internal quality.
- Various committees are constituted for the planning, preparation and execution of academic, administrative and extra-curricular purposes. Each committee consists of the Convener and its members.
- For smooth conduct of the activities, the college has Bursar, Head-clerk, Accountant, and other clerical personnel to ensure a seamless operation as well as effective working.
- Class IV employees are engaged for the assistance of the various committees of the college and with the office work.
- Teacher's personal files are maintained by the office.
- Student's record is maintained online.
- Service record of non-teaching employees maintained properly.

Appointment and Service Rules

chrome-extension://oemmndcbldboiebfnladdacbfdmadadm/https://www.highereduhry.ac.in/ActsRules/AffiliatedCollegesRule_2006.pdf

College Committees 2020-21

6.2.3 - Implementation of e-governance in areas of operations:

E-governance area

Details

Administration

- All official communications are carried out via email as well as through SMS.
- Separate Whatsapp group of regular teachers, adhoc teachers and non-teaching staff for official communication (Notices of any kind)
- Biometric Attendance of Staff is available but due to covid protocols It was not used in this academic year.

- Official communications done externally via emails and online.
- Online fee portal
- Online Bus pass-making system

Finance and

Accounts

- Salaries are transferred electronically to the accounts of staff
- Grants of UGC, DST and RUSA are channelised through PFMS
- Grants of DGHE and other sponsoring organisations are channelized electronically.
- NPS contribution is transferred electronically
- Scholarships of SC/BC Candidates are also transferred online

Student

Admission and

Support

- College is connected with Online admission portal of Haryana Government
- Students get important notices through SMS and also available at college website.
- The staff members assist the students to upload data and filling online forms.
- Computers are made available to the students to fill in the admission or examination forms.
- Committee of teachers is constituted for online verification of admission forms.
- Merit list is provided online by DGHE
- Admissions are done through online process and fee payment mode is preferably online but offline mode of fee payment is also provided for the convenience of the students.

Examination

- Exam Date sheets and results are available at the website of Kurukshetra University, Kurukshetra www.kuk.ac.in
- All the examination forms are filled online.
- Due to covid-19 all the examinations were conducted through online mode.
- For invigilation the groups of 30 students were made on teams app.

- For proper monitoring the invigilators were assigned duties similar to those in offline mode.
- Cameras were kept on during the examination.
- Proper time was given to the students for uploading the paper in the google form specifically made for the particular subject code.
- After completion of the uploading process the responses of the google form were tallied with those of registered candidates to get the absentees.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	http://www.dsckarnal.ac.in/wp-content/uploads/2022/03/Organogram-2-1.pdf
Upload any additional information	No File Uploaded

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

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 measures for Teaching and Non-Teaching Staff

Leave Benefits

- Casual Leave as per the university norms are allowed.
- Three RH are allowed besides the casual leaves.
- Provision of compensatory leave as per rules.
- Duty Leave for teachers attending academic programmes like orientation, refresher courses or short-term courses.
- Duty Leave for teachers for attending seminars/conferences or workshops for paper presentation.
- Duty leave for non-teaching staff for going out of station for official work.
- Maternity leave for 6 months for female employees.

- Higher studies support (Study leave to pursue part time Ph.D

- Earned Leave

Retirement Benefits

- GPF (General Provident Fund) which allows Pension to employees after superannuation
- CPF (applicable in few cases)
- Gratuity
- PF and loan facility from PF
- NPS (National Pension Scheme for employees who joined services after 01.01.2004)
- Encashment of Earned Leave

ICT Facilities

- Facility of Wi-fi in campus
- Computer Facility in every department
- Additional Laptops wherever required
- Smart classrooms
- Computer Labs
- Interactive Board
- Lifetime Microsoft Teams Licence for taking online classes
- Cisco Webex for conducting online extension lectures or meetings.

Other Facilities

- Loan facility through Cooperative Thrift Society
- Separate department rooms are provided to the teaching staff
- ESI deduction is given to contractual staff whose salary is below Rs 21,000.
- Health centre
- Canteen
- Clean Drinking Water Facility
- Parking Facility

- Facility of Staff Quarters
- Wheat Loan
- Uniform to class IV employees

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

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

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

0

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

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

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

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	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

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

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

Performance Appraisal System for Teaching Staff

- Institute strictly follows the UGC Regulations on Minimum Qualifications for Appointment of Teachers as given in the service rules. together with all amendments made therein from time to time.
- After every one year of service, each employee's performance is evaluated on an annual basis with the objective of looking at the scope of growth and future progress. For this they have to submit ACR under API score basis on PBAS as per UGC regulations.
- The performance of each faculty member is assessed according to the Annual Self-Assessment for the Performance Based Appraisal System (PBAS) .
- Promotions are based on the PBAS proforma for UGC Career Advancement Scheme (CAS) that is based on the API score.
- Besides academics, the institute engages teachers in a variety of activities for which they are allocated additional obligations and responsibilities. In their overall judgement, the Institute gives these contributions appropriate weightage.
- When their promotion is due, then PBAS proforma filled by the faculty member is checked and verified by the IQAC and the Principal.
- The comprehensive Annual Confidential Report comprises various parameters. Each one of them is judged and a comprehensive grade is given by the Principal as an overall assessment on a five-point scale, i.e., Outstanding, Very Good, Good, Average and Below Average.
- Then it is forwarded to the management by the Principal for final recommendations.
- Faculty members whose promotions are due are recommended based on their API score and are required to appear before the screening-cum-selection committee.
- The Annual Confidential Report and the Performance Appraisal System have shown to be quite useful in assessing employee performance, encouraging them, understanding their strengths and shortcomings, and ensuring improved results.

Performance Appraisal System for Non-Teaching Staff

- The College follows the performance appraisal procedures as per UGC norms.

- The Annual Performance Appraisal Report (APAR) is filled by the respective Reporting Officer of the employee and further certified by Reviewing Officer.
- Both Reviewing and Reporting Officers accord points to the concerned employee on a scale of 5 i.e., outstanding, very good, good, average, and below average after a careful insight into the eight different parameters.
- Constructive feedback is given to the employee so that they can further enhance their performance level and efficiency.

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

6.4 - Financial Management and Resource Mobilization

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

Yes, Internal Audit is conducted by Bursar, IQAC, Auditors appointed by Management and External Audit is conducted by Experts appointed by University and DGHE. Mechanism for Internal and External Audit is as follows:

Internal Audit

- Internal auditing is a continuous process that occurs after each and every financial transaction, with the college doing the initial stage of the verification.
- The College Accountant scrutinises and validates the financial data in the initial stage.
- All the financial matters (income/expenditure) are closely monitored by the accountant and the College Bursar.
- Auditors appointed by the management visit the college for the purpose of internal audit. They check all the vouchers and stock registers.
- Internal Audit is conducted twice a year to keep a close eye on the process of purchase, investment plans and stock registers.
- After verification they submit their report to the college.
- College principals reply to them with the steps taken to remove the objections shown in the audit report if any.
- For any kind of purchase, the college has formed a purchase committee. For orders of above rs 5,000 quotations are called and then the decision of purchase is made.

External Audit

- After the end of every financial year, an external audit is conducted by a certified Chartered Accountant, appointed by the college, who also serves as an auditor.
- All the bills and vouchers related to income and expenditure are properly checked.

- He verifies the purchase records and the stock registers thoroughly.
- Audit objections if any are handled by the accountant.
- Chartered Accountant prepares the final balance sheet and submits his audit report to the college.
- An external audit is also conducted by the experts appointed by DGHE to check the salary grant.
- Besides the above two external audits University also send auditors to conduct external audit for fees and funds.

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)

63,84,996

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

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

Sources of Funds

- 95% funds are through UGC Grant
- 5% trust share is generated by the College
- Fees from students for aided and self-finance courses
- RUSA Grant
- Rent for accommodation provided for ICAI exams
- Canteen

Utilisation of Funds

- UGC Grant is utilized as per their norms and their best utilization is ensured through its audit.

- A part of fees from aided courses is sent to the university and the remaining part is utilized for development of infrastructure of the college.
- Fees from self-finance courses is used to pay the salaries of the adhoc staff and for various other expenditures related to the improvement in the facilities of students both physical and academic.
- The college was allocated a grant of Rs 2.0 Crore under RUSA 2.0 By Government of Haryana on the basis pf NAAC Score. Out of this Rs. 1.0 Crore was received as first instalment and utilized in the construction of new academic block of five spacious classrooms.
- The second instalment of Rs 50 Lakhs has also been received. For which college has sought approval from DGHE for a proposal of installation of solar power plant, establishment of smart classrooms and digitized video-conferencing room.
- Rent for accommodation provided for ICAI exams is utilized for the maintenance of building.
- IT infrastructure is increased.
- A new block inaugurated in the year constructed out of RUSA Grant.

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 of the College has a major role to play for assuring the quality of the working of the institute. During this pandemic the members of IQAC worked in collaboration with ICT Committee to digitalise the teaching-learning system completely so that students feel no harm in their studies. IQAC of the college keeps a close eye on what is required for the betterment of the institute and for the growth of the students, teachers as well as non-teaching staff. Keeping in view the importance of massive open online resources, The IQAC organised an Online Faculty Development Programme on "Designing and Development of MOOCs' to train the faculty members.

IQAC of college keeps on encouraging faculty members to engage their selves in research work. Keeping in view the importance of this a National Workshop was also organised on the topic of "Funding Opportunities for researchers and How to prepare a successful proposal" during the session.

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

In this year of pandemic continuation of the teaching learning process was a big task in front of IQAC. To cope up

with this situation IQAC of the college took subscription of G-Suite, CISCO Webex and Microsoft Teams. Made all classes groups as per the offline sections and provided training to the teachers to use these platforms. Results of all the classes are put in the meeting of the Governing Body for review.

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)

D. Any 1 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender Sensitization is a significant issue of concern. The Institute holds seminars and events on a regular basis to raise awareness about the problem.

By hosting webinars, Courses, and group discussions for both boys and girls on a single platform, as well as awareness programmes on women's health, empowerment and gender sensitivity, cybercrime, and self-defense, the Institute hopes to contribute to gender equity. According to the laws and regulations of Statutory Authorities, the institute has established numerous committees comprising senior female faculty/staff members, including an Anti-Harassment Committee, women development cell and legal literacy cell etc. Following is a list of webinars, courses and awareness programmes conducted :

Sr.No.

Date

Title of event

Type of event

1.

16-11-2020 to

29-11-2020

Short Term Course On Health, Nutrition And Fitness

Two week long Short Term Course

1.

Dec 2020

National Level Declamation Contest on Mental health of Women during Covid-19

Declamation Contest

1.

2020

National Level essay Writing Competition on Women Education : A Solution for Gender Inequality, Role of Women in Indian Armed Forces and Female Covid Warriors : Fighting on Both Fronts

Essay Writing Competition

1.

21-12-2020

Extension lecture on Women in Science

Online Extension Lecture

1.

13-02-2021

National Webinar on Fostering Entrepreneurship among Women

National Webinar

1.

21-06-2021

National Level Workshop on Healing Powers of Nature and Yoga for Women

National Workshop

1.

08-03-2021

Extension lecture on Importance of skill Based education and its impact on women environment

Extension lecture organized by NSS

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Separate Common rooms for girls with basic facilities exist in the College. Counseling's of girls as well as boys students are conducted in a regular manner by the female faculty members of the above mentioned Committees.

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Providing a healthy and safe environment is the utmostpriority at our college. The disposal or recycling of the waste should be a critical process for any institution as it shows its impact not only on the people working in the College but also on the ones living nearby the college.

In order to manage the waste the dustbins have been placed across the campus. The college has tied up with the local Municipal Corporation for the disposal of waste.

Alongwith this the college follows the three Rs - Recycle, Reuse & Reduce as these are the simplest steps that can be taken. We not only believe in this philosophy of 3 Rs but also make it a point to motivate our students too to follow these in their day to day life to undertake their responsibility towards environment as dedicated & responsible citizens of the country.

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

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
<ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	

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

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

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

D. Any 1 of the above

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

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 Institute is well-known not just for its commitment to academic brilliance, but also for its administrative policies of empathy, societal awareness, and a healthy interaction with the surrounding culture and sensitivity. The Institute's faculty, staff, and students are from all around Haryana and north India, and they enjoy each other's festivals, music, and art. Students' Orientation Programs include artistic offerings from every section of the students. The Institute is dedicated to its social duties. Many socially responsible drives in the fields of charity projects for the needy have been done by the NSS Volunteers and NCC Cadets. Differentlyabled students, staff, or teachers are supported with ramps, lift facilities, even special assisting staff members designated.

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

The Institute is well aware of its prestigious role as the architect of India's next generation. In both word and spirit, the Institute adheres to the concept proclaimed by the Indian Constitution.

- On Constitution Day, the All Staff members and Students of the Institute renew its commitment to the Constitution by reading the Preamble a loud, word for word.
- On July 14, 2020, NCC Cadets of the college participated in "Tree Plantation Pakhwada"
- Every year, World Environment Day is commemorated with the planting of trees on campus.
- NCC Cadets, NSS Volunteers of the college along with the staff of the college celebrated Handwash day, Voter's Day, Yoga Day, World Environment Day, Youth Day, Parakram Divas and Rashtriya Ekta Diwas etc in College.

Road Rally, Road Safety week, Blood Donation Camps and Cleanliness Drives, Webinars and seminars regarding creating the awareness among students, staff and Common Citizens are regularly organized by the college.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
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

A. All of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
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	View File

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

The College celebrated and organised national and international commemorative days, events and festivals during the year. The list is as follows:

21 June 2020 : NCC Cadets and NCC Volunteers of the college celebrated International Yoga Day.

06 December 2020 : NCC Cadets and NCC Volunteers of the college celebrated Personal Hygiene Day

09 December 2020: NCC Cadets and NCC Volunteers of the college celebrated Hand Wash Day

12 January 2021: National Youth Day was Celebrated in the college on the occasion of Swami Vivekananda Jayanti.

23 January 2021 : Parakram Diwas was celebrated in the college by NCC Cadets and NSS Cadets .

25 January 2021 : National Voter's Day Was celebrated by NCC Cadets and NCC Volunteers.

05 June 2021 : Staff and Students of the college celebrated World Environment Day by organizing Tree Plantation Drive.

In addition to this college regularly celebrates National Festivals such as Independence Day , Republic Day etc with full enthusiasm, Joy and happiness.

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

7.2 - Best Practices

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

Best Practice I

Title of Practice :- Environment Awareness Among Students.

Goal : To create awareness about the environment in general and problems being generated by the modern lifestyle and their remedies.

The Context : The students are sensitized for protection of environment by involving them in activities like plantation, quiz, practical solutions like, conservation of water by not wasting it during drinking and in toilets and laboratories, keeping lights and fans off when not in use, making the students aware about declining sex ratio due to activities like female foeticide and social problems like dowry, crime against women and sex discrimination, blood donation in camps and at the time of need. The main aim of the activities is to create a holistic environment for overall development of the students.

Implementation : To implement the above said initiatives the following activities are performed. The college holds Dewan Anand Kumar Memorial State level quiz contest on environment every year. This practice is going on for the last 27 years. The college also organizes Dewan Anand Kumar Memorial State level Chart and Poster Making competition on environment and rallies are organized against use of polythene bags and other environmental hazardous products. In the college the rain water harvesting systems have been installed to check the loss of rain water and recharge the ground water directly. N.S.S. volunteers of the college perform the activities like collecting road side polythene, cleaning roads and teach villagers to use smokeless fuel efficient chullahs. The students are advised and motivated to put off lights and switch off the fans when going out of class rooms and not to waste papers. In the college the plantation is done on the occasion of all the functions. After the plantation the plants are properly looked after by using tree guards. The students are also motivated and enlightened for conservation of water in the college as well as in their daily life. The Environment Club, Women Development Centre, Legal Literacy Cell and N.S.S. units of the college organize seminars, extension lectures, rallies and other awareness programs on the issues like declining sex ratio, female foeticide, crime against women and sex discrimination.

Evidence of Success : The efforts done by the college in the above said aspects produce the students who excel in all the fields of society. The students become the best citizens, administrators, business men, lawyers, doctors, engineers, judges, politicians, academicians and military personnels. All these efforts have been done to inculcate the responsibility of being the good citizens of India. The evidence of success of our efforts is provided by the standing of our students in all the fields of life and in different professions.

Problems Encountered and Resources Required : In the implementation of this noble practice, no problem is faced by the institution. However, the college gets overwhelming response from the students. The resources are generated by the college at its own and by funding from UGC, Ministry of Environment and Forest (Government of India), ICSSR and DHE, Haryana.

Best Practice II

Title of Practice: Blood Donation

Goal: To serve the suffering humanity, our students are guided and motivated to donate blood. Through this activity the energy of the students is channelized for social cause of communal harmony and participation in social activities.

The Context: To inculcate the values of Sardar Dyal Singh Majithia for human service, benevolence and the national integration among the students, they are inspired for the activities like blood donation, adult literacy and social harmony. Implementation The Blood Donors' Club of the college organizes the Blood Donation Camp every year. In the camp more than 150 units of blood is collected every year on September 9 to mark Founder's Day. The college has given consent to the district administration regarding the donation of blood in emergencies. The donors are made available throughout the year whenever the college is contacted.

Evidence of Success: The success of this practice can be evaluated by the over whelming response of the students. Every year the number of donors is more than the arrangement of the District Administration for collection of blood. The number of units donated by the students is increasing year after year.

Problems Encountered and Resources Required: No problems are faced by the institution in the implementation of this noble cause. The funds required for the project are provided by the college itself.

File Description	Documents
Best practices in the Institutional website	Nil
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

Dyal Singh College, Karnal is a premier multi faculty co-educational institution in the state of Haryana. The college was established in 1910 in Lahore as a result of the munificence and philanthropic zeal of the illustrious founder Sardar Dyal Singh Majithia, who bequeathed his enormous property to three trusts - one for the establishment of a first grade college in Lahore, second for the establishment of a modern library and third for running of a newspaper. After the partition the college was re-established in Karnal on September 16, 1949 by the untiring efforts of Dewan Anand Kumar. From the very onset the college has catered to the educational needs of the youth of this area. It has been a worthwhile academic institution to nurture thousands of young men and women between Ludhiana and Delhi. Due to the continuous efforts of our worthy trustees, what started as a single institution to

gather and spread 'the Wisdom of the East and the West' has now blossomed into a multifaceted chain of institutions. Our college is a pioneer in the field of imparting education and offering courses that help the students in choosing a career. In this direction- Dyal Singh College, Karnal took a big leap in 2014 when 5 year integrated M.Sc. Programme in Forensic Science sponsored by U.G.C. under Innovative Programme was sanctioned to this prestigious institution. Not only in Haryana but all through India ours is the only institution that offers this integrated course. It is a unique programme that offers different careers to the students in the field of criminal investigation, police recruitment, F.Sc. Provisions, Cyber Crime Expert, Policy Making and Public Sector careers. This course has been designed in student centric manner so that the students get absorbed in various fields as soon as they complete the course.

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

1. To apply for B.Voc. Programmes of UGC
2. To start Institution Innovation Council (IIC)
3. To add more ICT enabled class rooms
4. To start M.Sc. Physics
5. To start B.Sc. (Hons.) in Chemistry
6. To get Solar Panel installed
7. Administrative & Academic Audit to be conducted
8. Green Audit to be conducted
9. To organize more seminars & workshops