

GOVT. COLLEGE JIND

(Affiliated to CRSU Jind)



CODE OF CONDUCT FOR TEACHERS

GOVT. COLLEGE JIND

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INSTITUTIONAL DEVELOPMENT PLAN (IDP) 2023-2028

The Institutional Development Plan (IDP) of Government College Jind, spanning from 2023 to 2028, aims to foster a culture of quality and strategic planning through participatory evaluation and self-assessment. This five-year living document outlines measures for sustainability beyond its initial period and will evolve with the institution's strategic planning capabilities.

The IDP focuses on three key academic advancements: redesigning the curriculum to be learning outcome-based, shifting towards activity-based learning, and introducing a comprehensive continuous assessment evaluation system. The College Council and Internal Quality Assurance Cell (IQAC) have spearheaded the preparation of this IDP, considering quality indicators set by NAAC and other Higher Education Institutions (HEIs).

The IDP is structured into five main sections:

- **Vision & Missions:** Defining the institution's future direction.
- **Institutional Basic Information:** Detailing the college's identity and establishment.
- **Assessment, Evaluation & Feedback:** Addressing changes in assessment methods for academic and extension activities.
- **Strategic Goals for Go-Ahead:** Focusing on enhancing and enriching institutional network capacity and quality in line with NAAC and HEI standards.
- **Metrics & Targets:** Setting specific targets for achievable goals.

About the Institution

Government College, Jind, was established on July 16, 1960, as a private institution named Public College, Jind, through the efforts of the local community. Recognizing its potential in educating the region, which was declared educationally backward by the UGC, the State Government took over the college on July 17, 1961.

Situated in the heart of Jind city on the main Gohana Road, the college is one of Haryana's oldest colleges and benefits from its location within the NCR region. It is recognized under Sections 2(f) and 12(B) of the UGC. The college campus spans 22 acres and boasts state-of-the-art infrastructure and a highly acclaimed faculty. It provides a liberal, lively, and competitive environment, enabling students to excel in academics, sports, and extracurricular activities. With over 3600 students, the institution upholds the noble traditions laid down by its founders and continuously adapts to the challenges in higher education.

Recognition and Affiliation

Government College, Jind, is enacted by the State Government of Haryana through the Department of Higher Education, Panchkula. It is affiliated with Ch. Ranbir Singh University, Jind. The college offers Graduate programs, Post Graduate courses in Mathematics, Economics, Hindi, English, and M.Com, along with four Undergraduate and four Honours programs.

The College Council and IQAC make final decisions on key issues and review IQAC meeting minutes. The IQAC regularly collects feedback from stakeholders such as students, parents, alumni, and employers for quality sustenance and enhancement. An academic calendar with a complete schedule is available on the college website.

Beyond classroom learning, student development is promoted through various field activities including sports, yoga, extracurricular, co-curricular, and outreach activities. Various college cells organize programs focusing on gender sensitization, environmental consciousness, eco-friendly attitudes, energy conservation, human values, and professional ethics. Birth anniversaries of freedom fighters and great personalities are celebrated to instill their values in students.

Basic Information of Institute

1. **Name of the College:** Govt. College, Jind
2. **Year of Establishment:** 1960
3. **Address:** Govt. College, Jind
4. **Type of College:** State Government
5. **Telephone/Mobile No.:** 01681-245581
6. **Website:** www.govtcollegejind.ac.in
7. **E-mail Address:** gc_jind@yahoo.co.in

Vision & Mission of the Institute

The college's governance aligns with its vision and mission to serve students effectively.

Vision

To mold students into educated and cultured citizens with integrity, who love their country and God, and serve humanity. The college emphasizes building and nurturing a value-based system, enabling students to acquire and apply value-driven skills and become responsible, skilled citizens. The institution undertakes initiatives to inculcate values and sensitize students to social issues. Community service and engagement are highly valued, with numerous platforms provided for students to contribute and learn.

Mission

- To provide quality education to all students irrespective of caste, creed, religion, and socio-economic status, aiming to uplift society as a whole.
- To maintain excellent academic standards through innovation and effective teaching-learning methods in a joyful environment.
- To cultivate scientific and communication skills in students.
- To develop leadership qualities.
- To foster the all-round personalities of students.
- To cultivate environment-friendly practices, including pollution-free, plastic-free, and healthy lifestyles in students.

- To promote faculty engagement in quality research and examinations.
- To enable information and digital literacy. Computer awareness programs (Level-I, II, and III) are offered.
- To provide comprehensive support to students. Students from the SC category are exempted from fees, and the college facilitates scholarships provided by the Haryana Government.

Institutional Development Plan: Goals (2023-2028)

The IDP outlines goals across several criteria:

1. Curricular Aspects

- **Curricular Planning and Implementation:** Establish an innovative mechanism for effective curriculum delivery aligned with the college's mission and vision.
 - Introduce more Add-on, Certificate, and Diploma courses.
 - Introduce Integrated Programmes (B.A. with B.Ed., B.Sc. with B.Ed., B.Com with B.Ed.) as per NEP-2020.
 - Allow subject variety for interesting and productive learning.
 - Include and integrate ICT in college programs, with an emphasis on value addition and course enrichment through university and college initiatives for curriculum updates.
 - Register with the Academic Bank of Credits (ABC) platform for depositing earned credits and providing appropriate certification.
 - Start certificate courses in Human Values, Women Empowerment, Professional Ethics, Environment, and Sustainability development.
 - Introduce additional courses like Skill Development/Ethics, e-learning.
 - Adopt Smart Classrooms for innovative teaching practices.
 - Motivate students to join MOOCs and enroll on the Swayam platform for learning enrichment.
 - Develop an online feedback mechanism upon curriculum completion.
 - Upload/deliver lesson plans and course outcomes on the college website and WhatsApp groups.
 - Develop mechanisms for continuous internal evaluation through academic and activity calendars.
 - Introduce more CBCS/Elective Courses.
- **Feedback System:** Regularly collect and analyze feedback from stakeholders (students, parents, alumni, employers, industrialists, academic peers) and take action accordingly.

2. Teaching-Learning & Evaluation

- **Student Enrollment and Profile:** Build a vibrant mechanism for increasing enrollment percentage annually.
- **Catering to Student Diversity:** Strictly comply with reservation policies during first-year admissions.

- **Teacher Profile and Quality:** Increase the number of full-time teachers and adhere to teacher-student ratio guidelines.
 - Compile data of full-time teachers against sanctioned posts and strive to increase sanctioned posts.
 - Inspire and facilitate full-time teachers for higher studies (Ph.D./D.Litt.) and reputed exams (NET/SET/SLET).
- **Teaching-Learning Process:** Create an e/ICT student-centric mechanism for various learning methods and promote enriched teaching-learning by faculty.
- **Evaluation Process and Reforms:** Build a vibrant mechanism for internal/external assessment evaluation and empower a time-bound grievance redressal system.
- **Student Performance and Learning Outcome:** Create mechanisms for displaying Course Outcomes and Programme Outcomes on the institution's website/notice boards and evaluating their attainment.
 - Empower the college registrar's office to compile data of final-year passed students.
- **Student Satisfaction Survey:** Create a vibrant mechanism for student satisfaction surveys to assess the teaching-learning process.

3. Research, Innovations and Extension

- **Resource Mobilization for Research:** Establish a Research and Development Cell at the college level for research invention and expansion among students and teachers.
 - Constitute an advisory research committee with eminent researchers from HEIs.
 - Foster a research climate in the institution.
 - Grant funds or mobilize resources for research activities through funding agencies, industry, and other HEIs.
- **Innovation Ecosystem:** Establish research rooms, research labs, and augment existing labs with modern instruments.
 - Organize workshops/conferences for research awareness, tools, and methods for teachers.
 - Create a central instrumentation/tools facility for research quality enhancement.
 - Inspire teachers/students to submit more Major/Minor Research projects for financial assistance.
- **Research Publication and Awards:** Organize at least one to two national and international events (Seminars/Conferences/Workshops) annually with sponsorship and financial assistance.
 - Promote and assist teachers in getting more research publications in peer-reviewed, UGC care list, and International Journals.
 - Promote and assist teachers in getting more publications (curriculum-based and general) in the form of books, book chapters, edited books, and book reviews.
 - Motivate faculty to apply for research patents under the college IPR cell.
 - Establish a research corner in the college library.
 - Disseminate research among students for dissertations, case studies, and field surveys on local issues.
 - Follow up on mechanisms to start a peer-reviewed ISSN journal.
 - Obtain an ISBN number for the college magazine.

- Promote college students and teachers to write notes/articles in newspapers and college magazines/journals.
- Prepare research publications (articles/findings/observations/conclusions/case studies) based on earlier SSR/NAAC data and feedback surveys.
- Send a request letter to the affiliated university (CRSU, Jind) for permission for Ph.D. Supervisors/Co-Supervisors in the affiliated college.
- Direct all teaching faculty to prepare CVs/Resumes specifically including research activities.
- Inspire faculty for Ph.D. registration.
- Send a proposal for approval to establish an Incubation Center in the college campus.
- Acknowledge and financially reward faculty who receive state, national, and international recognition/awards.
- **Extension Activities Collaboration:** Increase extension activities and research collaborations through local stakeholders.
 - Generate consultancy facilities for local industries and stakeholders.
 - Foster more MoUs with premier institutions for collaborative research projects and access to research tools/equipment.
 - Promote the subscription of reputed journals in college/departmental libraries.

4. Infrastructure & Learning Resources

- **Physical Facilities:**
 - Enhance existing facilities in various labs and departments.
 - Build more smart classrooms in all three wings.
 - Establish one Administrative Block, an Auditorium, and an Arts Block.
 - Upgrade four Chemistry Labs and develop one Psychology Lab.
 - Develop and upgrade the computer application lab.
 - Install a Solar power system, Waste water management system, and Rainwater harvesting system.
 - Expand existing Departmental libraries.
 - Provide facilities for indoor sports rooms, shooting ranges, and gymnasiums.
 - Construct ramps for disabled students/staff.
 - Develop mechanisms for environment-friendly pedestrian pathways.
 - Upgrade Physics Labs and augment existing computer labs, building one more.
 - Develop mechanisms for a paperless modern office.
 - Expand exigency and first-aid clinical facilities through the Red-Ribbon Club.
 - Establish an alternate entrance-exit gate for students and staff in case of hazards.
 - Maintain playgrounds and gyms for students and staff.
 - Furnish staff rooms with the latest IT-enabled infrastructure.
 - Provide four more washrooms for students & staff and an RO system for students.
 - Plant more trees and develop lush green landscapes.
 - Enhance solid waste, liquid waste, and E-waste disposal systems.
 - Increase financial percentage for infrastructure from various funds and grants.
- **Library as a Learning Resource:** Develop a mechanism for full automation of the college library.

- Enhance subscriptions to e-resources and journals.
 - Establish a research corner in the library.
 - Ensure easy access and usage of the library for students and teachers.
- **IT Infrastructure:** Update IT facilities and internet connections in the college campus and provide Wi-Fi.
 - Develop a fully automated procedure for fund and grant utilization.
- **Maintenance of Campus Infrastructure:** Develop mechanisms for the use of ICT in Education Planning, Teaching Learning, Assessment, Administration & Management, Regulation-Self Disclosure & Minimum Human Interface, Increasing Access for Disadvantaged Groups, Divyang Friendly Education Software, Virtual Labs, National Educational Technology Forum (NETF), and Digitally Equipping Teachers and Students.

5. Student Support and Progression

- **Student Support:** Build a vibrant mechanism for scholarships and free ships provided by government, non-governmental organizations, and the institution.
 - Emphasize capacity building and skill enhancement initiatives in thrust areas: Soft Skills, Language and Communication Skills, Life Skills (Yoga, Physical Fitness, Health and Hygiene), and ICT skills.
 - Organize more guidance and awareness programs for students regarding competitive examinations and career counseling.
 - Set up a vibrant and transparent mechanism for timely redressal of student grievances, especially on ragging and sexual harassment cases.
- **Student Progression:** Empower the placement and entrepreneurship development cell for campus placements.
 - Inspire outgoing students for higher studies and create an e-mechanism for data collection.
 - Create a vibrant mechanism for compiling data on students cracking reputed state/national/international exams.
- **Student Participation and Activities:** Motivate and facilitate college students and their in-charge for more awards and medals in cultural and sports activities at institution/inter-institution/university/state/national/international levels.
- **Alumni Engagement:** Set up an e-mechanism for alumni registration and for obtaining more funds, goods, and social services.

6. Governance, Leadership and Management

- **Institutional Vision and Leadership:** Restructure the college's vision and mission as per NEP-2020.
 - Ensure college administration/leadership is more participative and cooperative for institutional practices.
- **Strategy Development and Deployment:** Create the Institutional Development Plan (IDP) for 2023-2028 and set up a mechanism for effective implementation.
 - Reformulate college bodies and administrative setup through HEI policies for effective functioning.

- Set up a mechanism for awareness of service rules of appointment and their procedure.
- Increase the use of e-governance in administrative finance & accounts, student admission & support, and student examination.
- Develop programs, plans, and schemes for college employee welfare.
- **Faculty Empowerment Strategies:** Provide more funding and financial support to faculty for attending teacher learning programs (FDP, workshops, seminars) and professional body memberships.
 - Organize more workshops and training for college employees for professional development and administrative awareness.
 - Inspire college faculty to join more FDP, orientation, and refresher course programs for skill enrichment.
 - Follow an institutional performance appraisal system transparently and without prejudice for college employees.
- **Financial Management and Resource Mobilization:** Set up a vibrant mechanism for financial management and resource mobilization through yearly Academic and Administrative Audits (AAA).
 - Make more effective efforts to obtain funds and grants from various stakeholders (NGOs, philanthropists).
 - Formulate institutional strategies for mobilizing more funds and optimizing their utilization.
- **Internal Quality Assurance System Leadership:** Ensure the college IQAC is more vibrant and enthusiastic for implementing the college IDP with quality assurance strategies.
 - The college IQAC should review and develop mechanisms for faculty learning processes, learning outcomes, and enrichment of learning methodologies.
 - College IQAC must take initiatives for maximum quality assurance through its procedures and collaborate with other accredited agencies/HEIs for college monitoring and assessment.
 - Start at least two industrial consultancy/linkage cells and generate more finances.
 - Mobilize alumni for providing/donating more funds/equipment for the college.

7. Institutional Values and Best Practices

- **Institutional Values and Social Responsibilities:** Build mechanisms to prevent gender discrimination and create a system for gender audits.
 - Foster an atmosphere of gender equity through curriculum and co-curricular/extension activities.
 - Develop a women-friendly campus.
 - Enhance the existing sexual harassment and grievance redressal cell.
 - Establish more collaborations/linkages/MoUs with NGOs/SHGs for women empowerment.
 - Set up a solar system for energy conservation.
 - Create a management system for degradable and non-degradable waste.
 - Promote water conservation at the campus level.

- Inspire students and faculty for clean and green campus initiatives.
- Create a disabled-friendly campus mechanism.
- Build mechanisms for Green Audit, Energy Audit.
- Organize at least six spiritual, ethics, human values, citizen responsibilities, and character-building lectures/workshops/seminars per year for an inclusive environment.
- Aware college faculty and students of constitutional obligations and their code of conduct.
- Adopt nearby areas/villages for social responsibility.
- **Best Practices:**
 - Mentor-Mentee Group
 - Clean Campus
 - Environmental Enrichment
 - Human Values and Professional Ethics
 - Health and Yoga
 - Uses of ICT
 - Academic and Administrative Audit (AAA)
 - Build a mechanism for recognizing college achievers in any extension/curricular activity at district/state/national/international level.