



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		MAHILA MAHAVIDYALAYA JHOJHU KALAN (CHARKHI DADRI) HARYANA
Name of the head of the Institution		DR. MANJU SANGWAN
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		+919416524348
Mobile no.		9416157361
Registered Email		mmjhojhu@gmail.com
Alternate Email		principalmjhojhu@gmail.com
Address		Jhojhu Kalan
City/Town		Charkhi Dadri
State/UT		Haryana
Pincode		127310
2. Institutional Status		
Affiliated / Constituent		Affiliated
Type of Institution		Women
Location		Rural
Financial Status		Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director		DR. MANJEET KUAMRI
Phone no/Alternate Phone no.		+919416762277
Mobile no.		9416762277
Registered Email		iqac.mmjk@gmail.com

Alternate Email	mmjhojhu@gmail.com
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3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://mmjk.ac.in/position/2017-2018.pdf
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4. Whether Academic Calendar prepared during the year	Yes
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if yes, whether it is uploaded in the institutional website: Weblink :	http://mmjk.ac.in
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5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.25	2015	01-May-2015	30-Apr-2020

6. Date of Establishment of IQAC	05-May-2014
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Orientation Program	01-Aug-2018 5	150
Extension Lecture on Women Empowerment	01-Oct-2018 1	450

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file_path='.encrypt('Postacc/Special_Status/'. \$instdata->upload_special_status)}}
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				

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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
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Upload latest notification of formation of IQAC	View Link
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10. Number of IQAC meetings held during the year :	6
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The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional	No
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website	
Upload the minutes of meeting and action taken report	No Files Uploaded !!!
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)	
1. Yoga Prayer, News Paper reading, practicing of vocabulary building. 2. Medicare for student. 3. Environmental Awareness sustainable activities, such as Celebration of World Earth Day, World Environment Day etc. 4. Workshop on How to face competitive Examinations. 5. Skill Development Program	
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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
To implement student mentoring system effectively	IQAC has prepared teacher wise mentoring system. All students have been allotted to the respective teachers. The students are counselled on various aspects like students progress in academics, their family and economic problems, their behaviour in college and their overall personality.
To conduct the students' feedback on all aspects of the institute.	Feedbacks are filled by students. It is further analyzed for necessary action.
To organize Institutional level seminars	Many seminars have been conducted
To construct new classrooms	About to complete.
To organize college level competitions	All said competitions organized throughout the academic year. Through these competitions, students benefited to improve their ability, and presentation skills. They got a platform to present their views on various aspects effectively.

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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	2019
Date of Submission	27-Feb-2019
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I - CURRICULAR ASPECTS

1.1 - Curriculum Planning and Implementation

1.1.1 - Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The institute is affiliated to Ch. Bansi Lal University, Bhiwani. Being an affiliated institution, Curriculum is followed by the institution as per given by the affiliating university. College always takes efforts to enhance the quality of education and delivers successfully to students through planning and effective implementation. 1. Curriculum Planning: Action plans for effective implementation of the curriculum: 2. Academic calendar: University provides academic planning through an academic calendar with a schedule of all activities and list of holidays. The college follows university academic calendar to prepare annual planning of academic year of all the curricular, co-curricular and extracurricular activities are stated with the date of implementation. College also made compulsory for all departments to maintain the departmental academic calendar for every academic year. 3. Teaching plan diaries: To maintain transparency in working and delivery of lectures in the given workload by each faculty through teaching plan diary and principal remarks on it at the end of every semester. 4. Timetable & workload: In every semester, all departments prepare an individual timetable and allot workload to their faculty members as per university rules. The distribution of subject papers is based on the specialization of available faculties. 5. Feedback system: College follows transparent practices to enhance the quality of education through feedback system; it is collected from the students, alumni, teachers, and parents every year. Through feedback, concern stakeholders evaluate every attribute of college and faculties. Despite this college arrange co-curricular activities as per Calander provided by the University and State government. Academic activities for effective curriculum delivery: Workshops, study tours, Industrial visits, Excursion, Group discussion, Seminar (PowerPoint Presentation) by students, orientation and faculty development programmes for teachers.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Nil	PGD in Yoga	01/07/2018	1	Employability	yoga

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MSc	Physics	01/07/2018

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1.2.2 - Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 - Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	30

1.3 - Curriculum Enrichment

1.3.1 - Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
0	Nil	Nil

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1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MA	Geography	58

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1.4 - Feedback System

1.4.1 - Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 - How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

All feedbacks have been received from students. A structured questionnaire framed and approved by the principal of the college. Students responded to the questionnaire and filled their responses. Received feedbacks are analysed by the various committees and it is also forwarded to the principal of the institution with necessary suggestions. Teachers provided informal as well as formal feedbacks to the head of the institution on different academic, administrative and other affairs related to the college. Members of anti-ragging committee and internal complaints committee also received feedbacks from students through student mentoring system. Grievances of the students and necessary suggestions have been made by the Grievance Redressal cell of the college. Suggestions are received in the suggestion boxes which are fixed in the college. Departments received feedbacks from parents through parent teacher meets and discussed different issues related to the overall development of their wards.

CRITERION II - TEACHING- LEARNING AND EVALUATION

2.1 - Student Enrolment and Profile

2.1.1 - Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Humanities	480	300	267
BCom	Commerce	80	30	29
BSc	PCM	160	55	49
MSc	Geography	120	60	56
MA	Hindi	60	16	16
MA	Political Science	60	26	26
MSc	Chemistry	30	25	25
MSc	Physics	20	15	15
PG Diploma	Yoga	30	40	30

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2.2 - Catering to Student Diversity

2.2.1 - Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	345	168	30	7	37

2.3 - Teaching - Learning Process

2.3.1 - Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
37	30	20	2	2	2

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2.3.2 - Students mentoring system available in the institution? Give details. (maximum 500 words)

As a part of continuous evaluation of students, college has maintained student mentoring system. Mentoring includes mentor and mentee. As per the guidance of IQAC, all departments' teachers allotted the students. All teachers played the role of mentors. At the beginning of academic year all students divided among the all teachers. IQAC has provided mentee list to the subject wise teachers. All mentors Counseled the students regarding their academic development. It helps students for their self analysis. Mentors also counsel them about economical and social issues. The record of mentees like previous exams and sessional work is also maintained by the mentors. Meeting regarding the development of students is organized per month. If mentors found students' irregularities in lectures, practicals, negative behavior in studies, then parents are informed immediately.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1365	37	1 : 37

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
41	37	4	20	6

2.4.2 - Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	NIL	Nil	Nil

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2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	UG	i, iii, v	05/11/2018	15/03/2019
BA	UG	ii, iv, vi	30/04/2019	16/08/2019
BCom	UG	i, iii, v	15/11/2018	15/03/2019
BCom	UG	ii, iv, vi	30/04/2019	16/08/2019
BSc	UG	i, iii, v	05/11/2018	15/03/2019
BSc	UG	ii, iv, vi	30/04/2019	16/08/2019
MA	HINDI	i, iii	21/11/2018	25/03/2019
MA	HINDI	ii, iv	30/04/2019	22/08/2019

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2.5.2 - Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

For continuous Internal Evaluation we follow the criteria decided by the university. Evaluation has been adopted in all courses in college, class-tests, assignment presentations are conducted on regular basis to assess the performance of the students.

2.5.3 - Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

At the beginning of academic year, college prepares academic calendar. It is prepared on the basis of Ch. Bansi Lal University. The purpose of academic calendar is to mention the academic activities, holidays, commencement of lectures, admissions, timetable, seminar, workshop etc. Academic calendar also includes the dates of class test and term end examinations which help all teachers to frame their teaching plan diaries to complete the syllabus within specific period of time. Academic calendar provides a way to conduct unit tests, study tour, NSS activities, annual sports, cultural activities

like gatherings, tentative dates of internal examinations, dates of holidays, and Diwali and summer vacations.

2.6 - Student Performance and Learning Outcomes

2.6.1 - Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

www.mmjk.ac.in

2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA	BA	Humanities and Literature	288	215	74.65
BCOM	BCom	COMMERCE	43	36	83.72
BSC	BSc	SCIENCE	75	48	64
MAH	MA	HINDI	16	7	43.75
MAPOL	MA	POLITICAL SC	15	11	73.33
MAGEO	MA	GEOGRAPHY	63	45	71.42
MSC	MSc	CHEMISTRY	32	25	78.12
PGDY	PG Diploma	YOGA	30	28	93.33

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2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

[Not yet conducted](#)

CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	NA	0	0

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3.2 - Innovation Ecosystem

3.2.1 - Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL		

3.2.2 - Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
none	Nil	Nil	Nil	Nil

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3.2.3 - No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	Nil	Nil	Nil	Nil	Nil

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3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 - Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
COMMERCE	1

3.3.3 - Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	ECONOMICS	2	Nil
National	HINDI	1	Nil

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3.3.4 - Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
MATHEMATICS	1

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3.3.5 - Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	Nil	Nil	Nil	Nil	Nil	Nil

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3.3.6 - h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	Nil	Nil	Nil	Nil	Nil	Nil

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3.3.7 - Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	2	10	0	0
Resource persons	0	1	0	0

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3.4 - Extension Activities

3.4.1 - Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat Internship	NSS	10	100
7 Day Special Camp	NSS	10	100

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3.4.2 - Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			

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3.4.3 - Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
SWACHH BHARAT	NSS	Swachh Bharat Internship	10	100

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3.5 - Collaborations

3.5.1 - Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	Nil	Nil	Nil

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3.5.2 - Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	Nil	Nil	Nil	Nil	Nil

No file uploaded.

3.5.3 - MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	Nil	Nil

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CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
6000000	3042666

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Newly Added

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4.2 - Library as a Learning Resource

4.2.1 - Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
LMIS	Fully	1	2015

4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	10728	2136890	127	137717	10855	2274607
Reference Books	4896	1548600	0	0	4896	1548600
e-Books	0	0	0	0	0	0
Journals	12	6980	0	0	12	6980
e-Journals	3	12000	0	0	3	12000
CD & Video	40	2000	0	0	40	2000

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4.2.3 - E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			

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4.3 - IT Infrastructure

4.3.1 - Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	60	2	1	0	0	4	0	100	0
Added	0	0	0	0	0	0	0	0	0
Total	60	2	1	0	0	4	0	100	0

4.3.2 - Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 - Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Computer Lab	Nil
Software	Nil
Power Point Presentations	Nil

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
6000000	5180843	300000	127068

4.4.2 - Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Laboratory: We have 9 laboratories in various departments which help students to perform practical as per their syllabus. Laboratories are working tirelessly, among them computer lab, chemistry, physics, geography, Language Lab etc. Laboratories are enriched with good infrastructure and quality instruments. Stock register is maintained timely by the head of departments. As per the requirement of syllabus, instruments are being made available for the UG and PG students. Calibration of instruments done by technician time to time. In Laboratories, practical manuals are provided to the students. Computer science Laboratories are with different computing equipment and license software. Library: College library fully automated. It has ILMS to reduce paperwork as well as manpower which is required for maintenance of daily issue and the borrowing books. In library, all books are recorded in software. Library personnel issue the books by using bar coding system. Library has a collection of rare books manuscripts. It is available in the form of encyclopedia, vishwakosh khand, biography dictionaries etc. Sports: College has a well-equipped sports department which includes required sports equipment like indoor and outdoor games. Along with sports equipment, sports department maintained a gymnasium which covers all equipment's for the health of students. Computers: College has a separate section of computer lab. There are 60 desktop computers equipped by necessary computing equipment and software to the students. Such as operating system Windows XP, Windows 7, Windows 8, Software like C C, Java, MS Office etc.

<http://www.mmjk.ac.in>

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Scholarship	34	85000
Financial Support from Other Sources			
a) National	PMS	124	907210
b) International	Nil	Nil	Nil

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5.1.2 - Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
YOGA CAMP	05/11/2020	100	Nil

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5.1.3 - Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	nil	0	Nil	Nil	Nil

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5.1.4 - Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
13	13	5

5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					

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5.2.2 - Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	90	UG AND PG	ALL	LIST	LIST

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5.2.3 - Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	12

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5.2.4 - Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
NIL	Nil	Nil

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5.3 - Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	NIL	Nil	Nil	Nil	Nil	Nil

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5.3.2 - Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college strives to empower the students by involving them in various decision-making bodies. As the students are the main stakeholders in any institution. The ability to see the situation from their perspective makes the function and governance more transparent. Students' representation in various bodies. IQAC : For ensuring continuous improvement in the entire working of the institution and to give students a legitimate voice, two students are nominated each in IQAC. NSS : There are two units of NSS in the college. In both these units students are given opportunities to play active role as volunteers in the organization of the Seven Days Special Camp, Tree Plantation drives, Awareness drives etc. On the basis of their contribution students are judged as best volunteers. Students as volunteer are given responsibility of spreading awareness regarding certain issues like Save Girl Child, Women Empowerment and Importance of Blood Donation and Road Safety. Various Cells/Bodies like University Outreach program, Women Cell and Anti Ragging Committee also have students' representation. Student editors are appointed for various section of the college magazine. Apart from this the students of the college are actively involved in organizing various events/workshops/seminars etc.

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

120

5.4.3 - Alumni contribution during the year (in Rupees) :

0

5.4.4 - Meetings/activities organized by Alumni Association :

1

CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The effective leadership is visible in various institutional practices such as decentralization and participative management. College administration is decentralized in nature. It has a participative and properly manage committee, the Principal and various committees for proper functioning of the college. The constitution of various decision-making bodies speaks evidently

of the participative nature of management. The college encourages active participation and involvement of all the staff members by inviting their opinions and suggestions. The college organizes various activities, all of which reflect decentralization and participative management. for example: Cultural committee deals with the participation of students in cultural activities / Literary / Fine arts activities throughout the year, college conduct various activities and receives invitation from other institutions for participation in various events and activities. The arrangement of Trainers, Artists etc. is decided by the committee.

6.1.2 - Does the institution have a Management Information System (MIS)?

Partial

6.2 - Strategy Development and Deployment

6.2.1 - Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	For supporting the baseline of the syllabus, the college operates various co-curricular activities to improve a subjective knowledge. Academic activities for effective curriculum delivery: Workshops, study tours, Industrial visits, Excursion, Group discussion, Seminar (PowerPoint Presentation) by students, orientation programmes for teachers.
Teaching and Learning	To conduct 1. Remedial coaching. 2. Workshops. 3. Service courses at PG level. 4. Renovation of PG laboratory 5. To purchase of books as per requirements. 6. Facilities like, LAN, L.C.D. Projector to Smart class room, department laboratory 8. Publication of College Magazine 9. Organization of co-curricular activities.
Examination and Evaluation	Throughout the year, college keeps maintaining the continuous internal evaluation of students. It includes regular class tests, student seminars, presentations, science talent search exams, tutorials. At the end of both semesters, assignments and oral exams have been conducted as per the University syllabus. In this process, teachers also make themselves busy and participate actively in the evaluation process as an examiner, invigilators, and became helping hand of students.
Library, ICT and Physical Infrastructure / Instrumentation	1. To make Teachers Technology friendly and make teaching interesting college has classrooms ICT oriented. 2. Some faculty members conduct ICT lectures. 3. LAN facility is also available in Laboratories, departments, and IQAC.
Human Resource Management	All HODs and faculty members encouraged students to participate in special lectures, seminars, field tours, visits to industrial area, debate etc. to increase their skills and experience. College has organized seminar and special lectures at various departments to enrich students and staff in the academic year 2018-2019. Various sub-committees have been formed to ensure academic and administrative experience of faculty members.
Admission of Students	After declaration the results of Senior secondary Examination, Admission process of academic year 2018-19 has been started in June for UG courses. Admissions are given to the students Merit basis system. Admissions given

	as per the guidelines of Ch. Bansi Lal University. All PG departments admits the student on the basis of merit.
Research and Development	The Institute motivated Faculty member for Ph. D. program and various research publication
Industry Interaction / Collaboration	Not yet started

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

E-governance area	Details
Planning and Development	At the beginning of academic year management, principal, IQAC coordinator and heads of the departments met in IQAC. All administrative members have formulated an action plan for the smooth functioning of college activities. As per the guidelines of principal, IQAC coordinator prepared academic calendar and circulated to the all departments through email. Feedback forms for different stakeholders have been circulated among all HODs on their email ids. They have been circulated the list of activities to be conducted throughout the year.
Administration	College administration is enabled with internet facility. All admissions are being done through online system. Necessary information is being sent to the university through college email. IQAC has a separate email through which communication among all heads of departments is being made. They are provided necessary formats for the documentation. Information of important activities of the college is being made available on College website time to time. Important information is served among students through sms facility.
Examination	When student is admitted in the college, she fills examination form online with the help of office staff. After filling the form entire database generated in university. At the time of semester exam college applies to the university exam section with duly sign of principal. Examination department also submit the students' absentee report online to the university. All required information is supplied to the university as per their requisition. All examination related documents such as Hall tickets (admit cards) are prepared by the university and received with the help of online facility.

6.3 - Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	NIL	Nil	Nil	Nil

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6.3.2 - Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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Nil	NONE	Nil	Nil	Nil	Nil	Nil
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6.3.3 - No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Computer Sc and IT	1	04/12/2018	24/12/2020	20
Moocs and E-Commerece Development	1	22/10/2018	27/10/2018	6
Capacity Building Programme for Teachers for HEI	1	09/04/2019	19/04/2019	11
Gender Sensitization	2	25/03/2019	31/03/2019	6
MOOCs	1	04/02/2019	09/02/2019	5
Business Manangement	1	20/11/2018	11/12/2018	20

[View File](#)

6.3.4 - Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
9	9	4	4

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
00	0	Scholarship

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly (with in 100 words each)

Internal Audit: Internal audit helps college to run healthy and transparent practices. College Secretary with the help of accountant, conducted the internal audit. It is completed before external audit. Necessary modifications have been done in the audit to face the external audit.

External Audit: College has conducted external audit on regular basis. At the end of financial year, the accounts got prepared to face external audit. The auditors have been suggested and appointed by the college management. After conducting the audit work, initiatives have been taken to improve the errors. The auditor's suggestions were welcome for improvements in financial activities.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	Nil	Nil

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6.4.3 - Total corpus fund generated

0

6.5 - Internal Quality Assurance System

6.5.1 - Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	No	Nil
Administrative	Yes	Nil	Yes	Accounts officer

6.5.2 - Activities and support from the Parent - Teacher Association (at least three)

1. Parents meet has been organized at department level. During the meet, interactions of teachers with parents have been done. Different departments came up with new suggestions related to the overall development of the students. 2. Rural parents are being motivated to send their daughters in the college regularly after marriage to empower them. 3. Faculty members through mentoring system maintained the attendance record of students to show their parents to increase the attendance of their ward in the college.

6.5.3 - Development programmes for support staff (at least three)

NIL

6.5.4 - Post Accreditation initiative(s) (mention at least three)

1. Up gradation in College Website 2. Promoting faculty members for Ph. D. Programs. 3. Promoting Faculty members for Publication.

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Nil
c) ISO certification	Nil
d) NBA or any other quality audit	Nil

6.5.6 - Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
Nil	NONE	Nil	Nil	Nil	Nil

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CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Save Girl Child	10/09/2018	11/09/2018	400	0
Women Empowerment	04/02/2019	04/02/2019	250	0

7.1.2 - Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

1. 80 percent of Electricity is used from solar panels installed in the college building. 2. Environmental awareness campaigns like tree plantation beat plastic pollution and anti-pollution activities were organised by NSS volunteers during this session. 3. The college campus is Plastic free. 4. Tree plantation in the near by villages is also carried out by the college.

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
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Physical facilities

Yes

0

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							

No file uploaded.

7.1.5 - Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NIL	Nil	Nil

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NIL	Nil	Nil	Nil

No file uploaded.

7.1.7 - Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. The College has a green and comforting environment. Care is taken to maintain plastic free campus. 2. Various energy conservation strategies are adopted in the campus like minimal use of lights. 3. Tree plantation programme and Beat Plastic Pollution on World Environment Day is organized by NSS. The NSS volunteers regularly lead campaigns to prevent use of polythene and polythene products in the college campus. 4. Various energy conservation strategies are adopted in the campus like minimal use of lights, fans and AC. 5. Regularly celebrated Van-Mahotsav for plantation.

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

A) Best Practice-I 1. Title of the Best Practice- Peer Evaluation of Teaching We conduct peer evaluation of the students at least two times during the session. The Student is evaluated by two faculty members of neighbouring institute/ Head of the Institution other than parent institute. 2. Goal(Objective): The objective of the 'best practice' is to improve the Academic quality and also to point out and rectify defects, if any, so as to make the learning more effective 3. The context that required initiation of the practice: The student and faculty members gets good opportunity to share the experience of senior academicians in teaching learning. This will help them to develop good learning skills. The weakness or defects, if any, can be rectified. The overall performance of the student's can be improved. A cordial relation among the stakeholders can be developed. 4. Practice: A group of students is evaluated by the peer. Evaluation process is conducted by faculty members of neighbouring institute/ Head of the Institution other than parent institute. All the teachers and students of the Institute are involved in the process. During the peer evaluation observations are noted and communicated to the faculty Members, Principal and Management for improvement if necessary. 5. Evidence of Success: The regular improvement in learning skill in most of the students is a clear evidence for the success of the practice. 6. Obstacles faced strategies adopted to overcome them No major obstacle faced to adopt this practice. 7. Resources Required For the implementation of the 'best practice' no special resources are required. B)

Best Practice-II 1. Title of the Best Practice- Annual Teaching Plan 2. Goal(Objectives): a. To generate action oriented teachers who will be committed to achieving desirable outcomes. b. To ensure the sustenance and enhancement of learning skills in keeping with the curriculum. c. To enable teachers to frame flow charts for curriculum transaction. d. To enable the teachers to develop a deep insight into various needs of students. e. To develop management skills in the faculty members and timely execution of activities. 3. The context that required initiation of the practice: It is observed that the monitoring of curriculum transaction in different sections of class is necessary for the Head of the Institution. There is need of a mechanism to monitor the progress of curriculum transaction by the faculty is upto the mark or not. For this purpose Annual Teaching Plan mechanism is adopted by the Institution framed by the IQAC. 4. The Practice: Each faculty member prepares his/her tentative plan for the transaction of curricula and contribution in co-curricular activities. Execution of the Class and practical is mentioned in the execution table. On every Saturday it is put-up on the table of the Principal. Principal cross verified the details provided by the faculty randomly during the next week. Reference books, Question Papers, evaluation reports, co-curricular activities also recorded by the faculty members in his/her dairy. 5. Evidence of Success: All faculty members completed their syllabus on time and record is maintained by the institution. 6. Problem encountered No major obstacle faced to adopt this practice. 7. Resources Required Printed prescribed Dairy designed by the IQAC is provided by the Institute. 8. Impact of The Practice All the faculty members actively contributed their skills in transaction of syllabus as well as co-curricular activities. Regular feedback taken by the Principal on the basis of their execution report, hence syllabus completed on time.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

7.3 - Institutional Distinctiveness

7.3.1 - Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

No data entered !!!

8.Future Plans of Actions for Next Academic Year

1. To develop the infrastructure and expansion of college building 2. To introduce skill development vocational education training courses for the students 3. To organize one day faculty development program for teaching staff 4. To organize workshop for support staff 5. Development of laboratories of science departments 6. To organize national level seminars, conferences, and workshops