

MAHARANI KISHORI JAT KANYA MAHAVIDYALAYA, ROHTAK



ANNUAL QUALITY ASSURANCE REPORT 2015-16

Submitted to

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
September, 2016**

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year (for example 2013-14)

2015-16

1. Details of the Institution

1.1 Name of the Institution

MAHARANI KISHORI JAT KANYA MAHAVIDYALAYA

1.2 Address Line 1

DELHI ROAD

Address Line 2

City/Town

ROHTAK

State

HARYANA

Pin Code

124001

Institution e-mail address

mkjkmrtk@gmail.com

Contact Nos.

01262-274660, +91-8059555595

Name of the Head of the Institution:

Dr. KRISHNA CHAUDHARY

Tel. No. with STD Code:

01262-274660

Mobile:

+91-8059555595

Name of the IQAC Co-ordinator:

Dr. SEEMA

Mobile:

+91-9416945908

IQAC e-mail address:

mkjkmrtk@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

HRCOGN10311

OR

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

1.5 Website address:

www.mkjkcollege.org

Web-link of the AQAR:

www.mkjkcollege.org/AQAR2015-16.doc

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	70.25	2003	5 YEARS
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

02/12/2013

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

i. AQAR _____ (DD/MM/YYYY)

ii. AQAR _____ (DD/MM/YYYY)

iii. AQAR _____ (DD/MM/YYYY)

iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI, NCTE)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(F) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty Programme Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	<input type="text"/>		
University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	UGC Innovative UG Programme (B.Sc. Sports Science)
UGC-COP Programmes	<input type="text"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="08"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01 - Principal"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="02"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="Nil"/>
2.8 No. of other External Experts	<input type="text" value="Nil"/>
2.9 Total No. of members	<input type="text" value="14"/>
2.10 No. of IQAC meetings held	<input type="text" value="03"/>

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Alumni Students Others

2.12 Has IQAC received any funding from UGC during the year? Yes No
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC
 Total Nos. International National State Institution Level
 (ii) Themes

2.14 Significant Activities and contributions made by IQAC

IQAC: IQAC of Maharani Kishori Jat Kanya Mahavidyalaya has been actively involved in maintaining quality within this prestigious institution.

Orientation programme for the session was conducted in the beginning of session. This programme helped the students to get a feel of the place, inform them about college rules, timings and functioning of various cells/societies in the college. Principal addressed the students with a focus on "What is expected of a student and the process of learning to develop their overall personality". Students of new batches were made aware of our various programmes like social awareness, gender sensitization and environment friendly measures etc.

Annual calendar of academic and co-curricular activities was framed by IQAC in the beginning of the session to chalk out the plan of actions towards quality enhancement and outcomes achieved were analyzed in the IQAC meeting by the end of the year. The important quality measures adopted by IQAC towards quality enhancement during the session are as follows:-

- ⌚ Re-allotment of classrooms and laboratories was made to get optimum utilization of our building.
- ⌚ A Computer Inspection Committee was constituted to maintain the proper functioning of computers, photocopiers, printers and scanners etc.
- ⌚ A committee for the college as well as hostel for refurbishing work was constituted.
- ⌚ Tutorial groups were constituted for maintaining teacher student relation more cordial.
- ⌚ Proctorial duties were assigned to faculty members to maintain discipline in the campus.
- ⌚ Measures were adopted to decrease absenteeism of students.
- ⌚ It was resolved in IQAC meeting to grant duty leave for faculty to attend seminars/workshops.
- ⌚ Extra classes were conducted in the month of February & March, 2016 to complete the syllabus of even semesters.
- ⌚ A Skill Development Programme under PMKVY was organized in college campus to equip the students with various skills to enhance the employability.
- ⌚ Organized a Yoga Camp for staff and students of the college for seeking health and overall development of the students as well as staff.

2.15 Plan of Action by IQAC/Outcome

Academic Calendar was framed by IQAC in the beginning of the session to chalk out the plan of actions towards quality enhancement and outcomes achieved were analyzed in the IQAC meeting by the end of the year.

** Academic Calendar of the year 2015-16 is enclosed as Annexure-1.*

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body IQAC

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	03		03	01
UG	04		03	03
PG Diploma	01		01	01
Advanced Diploma				
Diploma	02		02	02
Certificate	02		02	02
Others (B.P.Ed.)	01		01	01
Total	13		12	10
Interdisciplinary				
Innovative	01			

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	14
Trimester	
Annual	

1.3 Feedback from stakeholders*

(On all aspects)

Alumni Parents Employers Students

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure – Annexure-2 is enclosed.*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Yes, UG (English)

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors / Principal	Others
63	48	14	01	

2.2 No. of permanent faculty with Ph.D.

22

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors/ Principal		Others		Total	
R	V	R	V	R	V	R	V	R	V
05	03	14		01				20	03

2.4 No. of Guest and Visiting faculty and Temporary faculty

15

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		29	
Presented papers	05	21	
Resource Persons		05	

2.6 Innovative processes adopted by the institution in Teaching and Learning:

<ul style="list-style-type: none"> 🕒 Discussion in Class 🕒 Class Test 🕒 Assignments 🕒 Tutorial Groups 🕒 Use of Internet facility 	<ul style="list-style-type: none"> 🕒 e-Journals 🕒 Smart Class Rooms 🕒 Well equipped labs 🕒 Sports Facilities 🕒 Search hidden talent in sports
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2.7 Total No. of actual teaching days during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Short answer type questions, multiple choice questions, re-evaluation facility by University

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

06		
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2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage :

Course	Total Student	Appeared	% Pass	Fail	Re.	>60%	>75%	
B.A.	147	145	100	Nil	74	23		
B.Com.	50	50	100	Nil	18	07		
B.Sc. (Medical)	87	87	100	Nil	09	50	03	
B.Sc. (Non-Medical)	157	157	100	Nil	20	68	04	
B.Sc. (Sports Sc)	14	14	100	Nil				
B.P.Ed	50	49	100	Nil	22	27	05	
M.P.Ed	30	30	100	Nil	14	11		
M.A. (Eng)	26	26	100	Nil	21	02		
M.A. (Geog.)	60	60	Results awaited					
P.G.D. in Yoga Sc.	36	36	100	Nil	03	25		
Apparel & Dress Designing (Certificate)	29	12	100	Nil	Nil	12		
Apparel & Dress Designing (Diploma)	22	21	100	Nil	Nil	14	07	
Arts & Crafts (Certificate)	16	12	100	Nil	Nil			
Arts & Crafts (Diploma)	05	05	100	Nil	Nil			

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

IQAC monitor the teaching learning process through Student's Feedback, Academic Results, Results of Sports, Cultural and other co-curricular activities.
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2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	03
Faculty exchange programme	
Staff training conducted by the university	02
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	

Others	
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2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	33			
Technical Staff	13			

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Research: The college administration and IQAC facilitates the research activities in following ways:-

- ⌚ The research awareness among the faculty members is created by circulating the circulars of UGC and other organizations related to research projects.
- ⌚ Duty leave is granted to faculty members for attending seminars, workshops and conferences.
- ⌚ The college gives permission and encourages the faculty members to register themselves for M.Phil. and Ph.D. Programmes.
- ⌚ Faculty and students are motivated to publish the articles in the college magazine '**Mahila Manisha**'.

3.2 Details regarding major projects : Nil

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects : Nil

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	10	03	
Non-Peer Review Journals			
e-Journals			
Conference proceedings		09	

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	1	01			
Sponsoring agencies		UGC			

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs : Nil

From Funding agency From Management of University/College
Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year : Nil

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones) : Nil

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level	<input type="text" value="09"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.24 No. of Awards won in NCC:

University level	<input type="text"/>	State level	<input type="text" value="28"/>
National level	<input type="text" value="01"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>		
NCC	<input type="text"/>	NSS	<input type="text" value="09"/>	Any other	<input type="text" value="01"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

Organized Rally, Nukkad Natak and Extension Lecturer on 'Beti Bachao-Beti Padhao', Meditation Workshop, Documentary on the topic 'Women Empowerment, Cleanliness Campaign, Tree Plantation, Blood Donation and Rally on AIDS Awareness etc. in the village Titoli, Distt. Rohtak during NSS Camp.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	11.28957 Acres		State Govt., UGC, SFS & Donations	11.28957 Acres
Class rooms	33		-do-	33
Laboratories	22		-do-	22
Seminar Halls	01		-do-	01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)	349238		-do-	349238
Others (Multipurpose Hall - Cultural, IQAC, NCC, NSS, Red Cross Rooms & Hostel etc.)	01 08		-do- -do-	01 08

4.2 Computerization of administration and library

Principal Office computerised with Internet facility, Clerical Office computerised with Internet Facility and Tally Software, Fully Automated Library with INFLIBNET & DELNET

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	359	99967	813	188007	1172	287974
Reference Books	50	20482	75	33245	125	53727
e-Books						
Journals	45	41123	57	44285	102	85408
e-Resources		21500		16500		38000
Digital Database						
CD & Video	187				187	
Books in Gift	09				09	
Others (General Books)	17	1599	183	39793	200	41392

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	110	03	Yes	Yes	03	01	18	
Added								
Total	110	03	Yes	Yes	03	01	18	

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Librarian of the college attended One Week Training in SOUL 2.0 in regard to installation and operation.

4.6 Amount spent on maintenance in lakhs :

i) ICT	369501
ii) Campus Infrastructure and facilities	19244383
iii) Equipments	349238
iv) Others (Hostel etc.)	39576238
Total :	59539360

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The students of new batches are made aware of student support services through orientation programme in the beginning of the session.

5.2 Efforts made by the institution for tracking the progression

The institute track the progression of students through tutorial classes, Guidance and Counselling Cell, Grievances & Redressal Cell. A record of results and other activities is also maintained in the office to track the progression in the institute.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1590	275		

(b) No. of students outside the state

64

(c) No. of international students

Nil

No	%	Men	No	%
		Women	1865	100

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1545	46		73		1664	1700	74		89	02	1865

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

The support and guidance is provided to the students in preparing for competitive exams by the concerned subject experts and special extension lectures on how to crack the various competitive exams. Books, Magazines, News Papers, Internet facility and other study material related to all the competitive exams and quality jobs are provided to the students for their reference in the library.

No. of students beneficiaries

All students

5.5 No. of students qualified in these examinations

NET	<input type="text" value="02"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

5.6 Details of student counselling and career guidance

Employment Cell: Employment cell of the college arranged various programmes to provide a successful future to the students.

- ⌚ A placement programme was conducted by HDFC Bank in association with Times Pro on 10/09/2015.
- ⌚ An extension lecture on 'How to face the interview' was organized.
- ⌚ Ms. Monu Nandal of B.Sc. III was placed with Infosys in Job Fair at RPIIT Panipat.
- ⌚ A seminar on Skill Development Programme was organized under PMKVY
- ⌚ 80 Students got training in Skill Development Programme under PMKVY in February & March, 2016. All the students has passed in this training for certification.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
04	100	01 – 80 Student got training under PMKVY	12

5.8 Details of gender sensitization programmes

- ⌚ Organized national level programme on “Stop Violence against Women” in collaboration with ‘One Billion Rising’ – An Asian Organisation.
- ⌚ Extension lecture on Women Legal Rights
- ⌚ National Seminar on “Empowering Rural Women”
- ⌚ Surveys were conducted on various gender biased issues and eve-teasing etc.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	76	490120
Financial support from government	39	470680
Financial support from other sources	06	39000
Number of students who received International/ National recognitions	51	

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students :

5.13 Major grievances of students (if any) redressed:

- ⌚ Issues related to change in subject & faculty.
- ⌚ Issues related to facilities available in the college and hostel.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

- ⌚ Vision of the college – “Arise, Awake and Know Thyself” i.e. an effort to take the students out of dark labyrinths of ignorance to new luminous zones of knowledge.
- ⌚ Mission of the college – Mission of the college is to make a profound difference in the lives of women by empowering them to attain their full potential through pursuit of knowledge, development of character, self-esteem, recognition of their rights and responsibilities. Our institution provides multi-dimensional and quality education to the students, so as to enable them to evaluate various paradigms of life with a new broad and human perspective.

6.2 Does the Institution has a management Information System

The college is being run under the aegis of Jat Education Society (Regd.), Rohtak. The college is used to govern by the duly elected management comprising of office bearer and a governing body of selected members and representatives of four teaching and non-teaching faculty members. Now the Deputy Commissioner Rohtak has taken the charge of Administrator Jat Education Society (Regd.) after completion of tenure of management. The Principal of the institution is responsible for good governance and efficient management of the institution by working as a liaison officer between the college and management, affiliating university, UGC and the government or any other organization which links the college’s aims and objectives. The head of the institution monitors the activities of different committees in implementation of academic, cultural, social and extracurricular activities in the interests of the institution and for the achievement of its goal i.e. holistic development of students and society.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

The curriculum of various courses is designed by the University and the college follows it. The faculty members try to gather information through various kinds of discussion and debates with students, alumni, peers, parents and also analyze the validity of theoretical concepts of their concerned subjects. After gathering this information, they convey it to the Board of Studies for detailed analysis and inclusion in the syllabus. Our 06 teaching faculties are the members of UG Board of Studies in M.D. University, Rohtak.

6.3.2 Teaching and Learning

For effective teaching, various kinds of facilities like computers, e-learning and smart classrooms are used. Labs are equipped with softwares i.e. SOUL for library, GIS for Geography, and Psychology labs, CAD (Computer Aided Design) for apparel and dress designing and Tally software for office use. There are various teaching learning methods adopted in the college for effective and meaningful teaching viz. Direct traditional teaching method, group discussion, class tests, debates, quiz competitions, journals, magazines and news-papers.

6.3.3 Examination and Evaluation

We follow the examination pattern of affiliating university i.e. M.D. University, Rohtak. The semester system has been introduced in all the courses. Results are declared by the university and there is provision of re-evaluation of papers in the university.

6.3.4 Research and Development

The college motivates the teachers to take up research projects in the form of facilities like study leave, FIP scheme of UGC. Students are motivated to take research project in PG Classes. Accordingly surveys are conducted by the PG students. For this, internet facility is provided to them free of cost.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The institution has fully automated library with adequate space for internet browsing, photocopy, books, reference books, journals, e-journals, news papers and magazines. The library has also subscribed to INFLIBNET and DELNET. The principal office and administrative office are fully computerised. The institution has all required infrastructure which is in line with our academic growth/programmes offered i.e. UG, PG, Commerce, Science and Administrative Blocks, Principal office, Laboratories, Gymnasium Hall, Multipurpose Hall, Seminar Hall, Play Grounds, Hostel and Canteen etc.

6.3.6 Human Resource Management

At the beginning of each academic year the workload for each department is prepared and sent to Directorate of Higher Education. The college identifies the skill, aptitude physical and intellectual capabilities of its entire staff member (teaching and non- teaching). Accordingly, various kinds of responsibilities are assigned to them so that their potential may be utilized in the best possible manner.

6.3.7 Faculty and Staff recruitment

As ours is a Govt. aided college funded by State Govt., run by The Jat Education Society (Regd.), Rohtak and affiliated to M.D. University, Rohtak. Hence, the recruitments are done by duly constituted committee comprising of DHE Nominee, VC Nominee, Subject Expert, Management Nominee and Principal of the college as per norms of the State Govt. and UGC.

6.3.8 Industry Interaction / Collaboration

The college organizes educational tours for students to visit small scale industries, export houses and of the industrial areas in the NCR. Stakeholders of industries are invited for campus placement and to address the students regarding the prevalent demand of the industry and the market and to tell them how to make themselves employable as per market demand.

6.3.9 Admission of Students

Separate admission committees of various courses/classes are constituted by the Principal. These committees thoroughly scrutinize the application form of the students as per the norms mentioned in the prospectus. The admissions to all classes/courses is done strictly on merit basis as per norms of M.D. University, Rohtak and State Govt.

6.4 Welfare schemes for

Teaching	Maternity Leave, Study Leave for research work, duty leave for attending seminars and workshops etc.
Non teaching	Maternity Leave, Uniform and Residences etc.
Students	Scholarships for students who excel in various fields, scholarships for SC/BC students, freedom-fighter's dependent, free-ships and fee concession for college & hostel to needy & distinguished students.

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	M.D. University, Rohtak	Yes	Principal & Staff of the College
Administrative	Yes	C.A., M.D. University, Rohtak	Yes	Accountant, Bursar & Principal of the college

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- ⌚ Semester Examination System in all Courses.
- ⌚ Provision of re-evaluation of papers for students.
- ⌚ Online publication of results of all the semesters.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

N.A.

6.11 Activities and support from the Alumni Association

The college has a very active Alumni Association. This year alumni meet was conducted on 8th May, 2016 in which alumni from various fields participated in the event.

6.12 Activities and support from the Parent – Teacher Association

PTA meetings are conducted from time to time in the Hostel and College. The faculty meet parents individually whenever required and discuss the progress and attendance of their wards.

6.13 Development programmes for support staff

Uniforms for all support staff. Casual leaves, Earned leaves and Maternity leaves as per norms of the State Govt. Staff quarters are also provided to some of the support staff on need base.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- ⌚ Lush green campus and Botanical Garden.
- ⌚ Tree plantation under Van Mahotsav and Ghar Ghar Hariyali Scheme.
- ⌚ Use of solar water geysers in the hostel and LEDs in the college & hostel campus to conserve energy.
- ⌚ NSS volunteers conduct rallies to sensitize the community about environment pollution

Criterion – VII_

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- ⌚ Formulation of new Clubs & Societies to aware and sensitize students.
- ⌚ Encouraged staff for organizing DHE/UGC sponsored seminars.
- ⌚ Employment Cell organized various programs in collaboration with various coaching institutes, banks and industries etc.
- ⌚ Empirical Research/Surveys like Eve-Teasing, Voting Rights etc.
- ⌚ Committed & Incessant efforts by college authorities & management to collect funds from private sectors and society.
- ⌚ Organized Meditation Workshops and Classes in college and hostel for staff & students.
- ⌚ Skill Development Training Programme under “Prime Minister Kaushal Vikas Yojana”

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- ⌚ Seven days special camp was organized from 6th February, 2016 to 12th February, 2016. 100 NSS volunteers participated in this camp which was organized in the village Titoli, Distt. Rohtak. The services of social activities were performed in the village like awareness programme about Health & Hygine and Beti Bachao Beti Padhao.
- ⌚ Organized 02 days (UGC Sponsored) National Seminar on “Empowering Rural Women in India” on 23rd & 24th December, 2015.
- ⌚ Very good results in cultural activities.
- ⌚ Books exhibition.
- ⌚ An Exhibition-cum-Sale was organized by students of add on course Apparel & Dress Designing and Arts & Craft on 06/11/2015 (Diwali Mela) and on 22/04/2016. ‘Pidilite Workshop’ was also organized on 14/03/2016 to 16/03/2016.
- ⌚ Good academic results.
- ⌚ Yoga & Meditation Camps.
- ⌚ All Round Sports General Trophy of M.D. University, Rohtak was in credit of our

7.3 Give two Best Practices of the institution

- ⌚ Environment Consciousness – Tree plantation under Ghar Ghar Hariyali Scheme, celebration of Van Mahotsav etc.
- ⌚ Energy Conservation – Initiatives are taken by the institution to conserve energy like use of LEDs in campus and Solar Water Heater in hostel.
- ⌚ NSS volunteers have conducted rallies during their camps and sensitize the community about environment pollution.
- ⌚ We celebrate Folk Festivals to keep up our culture alive.
- ⌚ Faculty members provide financial help to Class-IV employees, students and society from time to time.

7.4 Contribution to environmental awareness / protection

- ⌚ Environment Consciousness – Tree plantation under Ghar Ghar Hariyali Scheme, celebration of Van Mahotsav and Botanical Garden etc.
- ⌚ NSS volunteers have conducted rallies during their camps and sensitize the community about environment pollution.

7.5 Whether environmental audit was conducted? Yes No

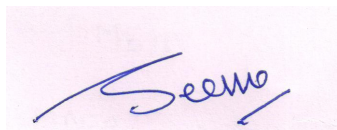
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

- ⌚ The **strength** of the institution is its committed management, well qualified and committed faculty members, dedicated administrative staff, eco-friendly campus and good quality infrastructure.
- ⌚ The **weakness** of our institution lies in the fact that State Govt. does not provide grant for the salary of faculty of Commerce, B.Sc., Medical & Non Medical, B.P.Ed., M.P.Ed., M.A. (English & Geography) and Yoga Science. Lack of transportation is also our weakness.
- ⌚ **Opportunities** – We hope to elicit more funds from funding agencies like State Govt. & UGC.
- ⌚ **Challenges** – We need to assure better financial assistance. To increase the intake of students and to improve teaching learning techniques are the challenges for the institution.

8. Plans of institution for next year


- ⌚ To construct an Auditorium.
- ⌚ Infrastructure up-gradation.
- ⌚ To start some more PG Courses.
- ⌚ Some more smart classrooms.

Name Dr. Seema



Signature of the Coordinator, IQAC

Name Dr. Krishna Chaudhary



Signature of the Chairperson, IQAC

M.K.J.K. MAHAVIDYALAYA, ROHTAK



Proposed Academic and Co-curricular Calendar Session - 2015-16

July - 2015		6.	Poster making competition by Red Cross Society..
Admissions for various courses.		7.	Essay writing competition by Beti Bachao Beti Padhao Society.,
August - 2015		8.	Foss training - I by IT awareness cell.
1.	General Assembly	9.	Participation in Interzonal Youth Festival.
2.	Enrollment of Students in N.S.S., Red Cross Society and for Voter Cards..	10.	Science Exhibition.
3.	General meeting of students by women cell and Red Cross Society.	11.	Sudoku competition by Maths Society.
4.	Tree plantation under Van Mahotsav and Har Ghar Hariyali Scheme by N.S.S.	12.	Election awareness and legal awareness campaign in local society/nearby villages.
5.	Health check up Camp by Red Cross Society.	13.	Class Tests and Revision and Examination
6.	Poster making Competition and Oath taking ceremony under 'Beti Bachao Beti Padhao Campaign.	December - 2015	
7.	Celebration of 'Tej Utsav'	1.	Extamination of 1st, 3rd and 5th Semester as per schedule of M.D.U. Rohtak.
8.	Talent Search competition by <u>Videcon</u> .	2.	IQAC meeting.
September - 2015		3.	Participation in inter college competition in Badminton, Net ball, wrestling, Pistol shooting at M.D.U. Rohtak.
1.	NSS Day Celebration.	4.	U.G.C. Sponsored Seminar on the topic 'Empowering rural women by women cell.
2.	Inter College Competition in Cross Country, Table Tennis, Chess, Kabaddi, Basket Ball, Badminton and lawn tennis organized by M.D.U. Rohtak.	January - 2016	
3.	Orientation Programme for new Students by library committee.	1.	Participation in inter College Competitions in Handball, Hockey, Soft ball, baseball, Volley ball and Foot ball organized by M.D.U. Rohtak..
4.	Exposure Session for U.G. and P.G. students by Employment cell.	2.	Blood Donation camp by Red Cross Society.
5.	Embroidery and cooking Competition by creative vision society.	3.	Article writing competition for wall magazine by Beti Bachao Beti Padhao Society.
6.	Essay writing competition by Red Cross Society, women cell and Social Science Society..	4.	Declamation competition on Gender Issues by womencell.
7.	Poetic recitation under Beti Bachao Beti Padhao Campaign and discussion of short stories by Dr. Naresh, Gyan-Vigyan Samiti.	5.	Poster making competition by Gender Champions.
8.	Hindi Poetic recitation and Shalokocharan by Literary Society.	6.	Participation in C.R. Celebration.
9.	Poster making competition by womencell and science club..	7.	Extension lecture by Maths Society.
10.	Talent Search Programme.	8.	Essay Writing competition by Legal cell and literary society.
11.	Extension lectures by Guidance and Counseling cell, legal literacy cell and Election awareness cell.	9.	Participation in Inter college competitions.
12.	Inter Class Quiz Competition by Maths Society.	10.	Tutorial.
13.	Class Tests and Group Discussions.	11.	Awareness programme by Gender Champions in the College and hostel.
14.	Educational trip.	February - 2016	
15.	Selection of Gender Champions.	1.	One day camp by N.S.S.
October - 2015		2.	Participation in Kabaddi, Jumprope, weight lifting power lifting, wushu and relay race in inter college competition organised by M.D.U.
1.	Inter college competitions in Gymnastics, Cricket, Boxing, Archery and Taekwando organised by M.D.U. Rohtak.	4.	Books Exhibition by library committee.
2.	Quiz Competition by library committee, Guidance and counseling cell, Maths club and Literary Society.	5.	Extension lecturers by Employment Cell, Science Society, women cell, Social Science Society, Guidance and counseling cell on related topics.
3.	Career oriented seminar by Employment cell.	6.	Hair weaving and toy making competition.
4.	'Diwali Exhibition' by creative vision Society.	7.	Quiz competition by Commerce Deptt. and I.T. awareness cell
5.	Extension lecture by Red Cross Society, Beti Bachao Beti Padhao Society and Women cell.	8.	Slogan writing competition by 'Beti Bachao Bet padho' Cell.
6.	Inter class Quiz Competition by Social Science Society..	9.	Participation in 'Fagun Utsav' Organised by M.D.U.
7.	Poetic recitation on Gender Issues' by women cell..	10.	Paper Presentation on Vedic Mathematics.
8.	Educational tour by Commerce Department.	11.	Workshop on meditation by Literary Society.
9.	Participation in Zonal Youth Festival.	12.	IQAC meeting
10.	Interactive session on Health Issues of Girls by Guidance and Counseling.	13.	Class Tests
11.	Poster making competition by Legal literacy cell..	14.	Tutorials.
12.	Enrollment drive by Election Awareness cell.	15.	Educational Trip.
13.	IQAC Meeting.	March - 2016	
14.	One day Camp by NSS	1.	Extension lecture on Sand Art by Creative Vision Society and by Social Science Society, Guidance and counseling and commerce Deptt. on related topics.
15.	Class Tests.	2.	Primary health camp by Red Cross Society.
16.	Meeting of Gender Champions with faculty members for the guidance.	3.	Participation in Job fairs organised by other colleges.
November - 2015		4.	Extension lecture under Beti Bachao - Beti Padhao Campaign on this topic.
1.	Seven days special Camp by N.S.S.	5.	Debate on Declining Sex ratio in Haryana by Women Cell.
2.	Book reading Competition by Literary Society.	6.	Foss Training by I.T. Awareness cell.
3.	To conduct Surveys in rural areas on legal, social, political, and Economic issues.	7.	Science Quiz.
4.	Participation in intercollege competition of Khokho, Fencing, Judo, Yoga and Athletics.	8.	Competition of Reasoning & Mental ability by Mathematics Deptt.
5.	Dress making competition (Kids wear) and Tie and Dye competition by creative vision Society.	9.	Participation in Inter College Competition organized by different colleges.
		10.	Class Tests
		11.	Tutorials
		April - 2016	
		1.	Alumni Meet :
		2.	IQAC meeting.
		3.	Practical Examination of all courses as per Schedule of M.D.U. Rohtak.
		May - 2016	
		Semester Examination as per schedule of M.D.U. Rohtak.	

Analysis of feedback received from students

Session 2015-16.

On the basis of feedback proformas filled up by students of various classes of Academic Session 2015-16, following observations have been made by Grievances & Redressal Committee :

A. Positive observations by the students :

1. College Campus is safe for students. No ragging case is reported till date.
2. 95 % of Students are satisfied with behavior of ministerial staff.
3. All students are regularly informed through notices on notice boards.
4. 98% of students are satisfied with the cordial interaction with faculty.
5. 94% of students are satisfied with regularity of classes, teaching methods & class tests.
6. 89% of students are satisfied with Lab facilities.
7. 96% of the students responded that Extension lectures are held in college from time to time.
8. 88% of students are satisfied with teachers motivation to participate in cultural activities..
9. 92% of students are satisfied with Library facilities.
10. 88% of students are satisfied with ~~Cafeteria~~ facility.
11. 85% of students are aware of Internet facility in Library.

B. Deficiencies pointed out by students:

1. There is no Common Room.
2. There is no wi -fi in College Campus.
3. Behavior of Gate Keeper is not proper.
4. Lack of cleanliness in wash rooms.

C. Suggestions by students:

1. ~~now~~ Educational tours/ Trips should be arranged for students.
2. New Courses like MA Hindi ,M.Com , MA History, MA Psychology should be started.
3. There should be alternative arrangements for staff on leave.
4. Hobby courses like Photography, Interior decoration should be started.
5. There should be lunch break.
6. Library hour should be extended.
7. Workshops on handicrafts should be arranged in the college.

C. members
A. K. Choudhary
sent
7/5/16
sent
by

Seen
CK
17.5.16