



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution		Maharani Kishori Jat Kanya Mahavidyalaya Rohtak
• Name of the Head of the institution	Dr. Rashmi Lohchab	
• Designation	Principal (Officiating)	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	8168919220	
• Mobile No:	8950815595	
• Registered e-mail	mkjkmrtk@gmail.com	
• Alternate e-mail	mkjkc@rediffmail.com	
• Address	Delhi Road	
• City/Town	Rohtak	
• State/UT	Haryana	
• Pin Code	124001	
2.Institutional status		
• Affiliated / Constitution Colleges	Affiliated	
• Type of Institution	Women	
• Location	Urban	

• Financial Status	Grants-in aid																						
• Name of the Affiliating University	Maharshi Dayanand Unversity																						
• Name of the IQAC Coordinator	Ms. Urmila Rathee																						
• Phone No.	9215350095																						
• Alternate phone No.	9215350095																						
• Mobile	9215350095																						
• IQAC e-mail address	mkjkmrtk@gmail.com																						
• Alternate e-mail address	urmilrathee@gmail.com																						
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.mkjkcollege.org/img/files/folder/AQAR%202022-23.pdf																						
4.Whether Academic Calendar prepared during the year?	Yes																						
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.mkjkcollege.org/img/files/folder/Academic%20Calender%202023-24.jpg																						
5.Accreditation Details																							
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B</td> <td>70.21</td> <td>2003</td> <td>20/03/2008</td> <td>20/03/2013</td> </tr> <tr> <td>Cycle 2</td> <td>A</td> <td>3.025</td> <td>2016</td> <td>05/11/2016</td> <td>04/11/2021</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	B	70.21	2003	20/03/2008	20/03/2013	Cycle 2	A	3.025	2016	05/11/2016	04/11/2021
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to																		
Cycle 1	B	70.21	2003	20/03/2008	20/03/2013																		
Cycle 2	A	3.025	2016	05/11/2016	04/11/2021																		
6.Date of Establishment of IQAC	02/12/2013																						
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,																							

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional (Student Scholarship)	Post Matric Scholarship for SC Students	State Govt.	2023-24	716160
Institutional 1	Salary	DGHE	2023-24	54147829
Institutional 1	Pension	DGHE	2023-24	14406405
Institutional 1	RUSA	Centre Govt.	2023-24	5000000

8.Whether composition of IQAC as per latest NAAC guidelines	Yes	
<ul style="list-style-type: none">• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	2	
<ul style="list-style-type: none">• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
<ul style="list-style-type: none">• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none">• If yes, mention the amount		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
1. New course M.A.History was introduced. 2. Infrastructure development by using RUSA Grant. 3. Specific focus on health awareness programs like organized Healthy recipes Cafeteria, Herbal tea stall, Yoga Camp, Blood Donation Camp, Health check up camps		

etc. 4. Sensitization activity to reduce food wastage in hostel. 5. Lecture Series on Career opportunities in various fields.

12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
To Prepare Annual Academic and co-curricular calendar	Reviewed and approved by IQAC and Implemented successfully.
To organize training and workshops, organize visits to entrepreneurs for students to enhance employability and other Skill in Collaboration with different Organizations	Organized 6days workshop on Enhancement of employability skills in collaboration with Mahindra Pride Classes and CCPC MDU, Rohtak. Visits to women entrepreneurs and other employers were organized. Many extension lecture were organized to enhance soft skills and communication skills.
To organise various Programs on National Integration and Unity., Social Values and Ethics.	Conducted many programs on the issue like extension lectures, celebration of Youth Day etc.
To conduct Programs/Activities on environmental consciousness	Many Programs/Activities were organized on this issue like tree plantation, Door to Door Campaign in rural area, inter college competitions, awareness lecture like lecture on 'Crop residues management.
Awareness Programm on Career and Job opportunities in various fields/subjects.	Organized many awareness programs on the topic Job Opportunities for Women in Armed Forces, Foreign Services, and other all subjects.
To conduct awareness programs on gender sensitization	Extension lectures on gender issues and many more activities were organized regarding gender issues.
To organize Social Outreach Program in neighbourhood communities.	Many Programs were organized in rural areas to interact and create awareness regarding various social issues

To Organize Programms on Health and Hygiene: Spiritual Well Being, Mental and Physical Health.	Organized many meditation sessions, yoga camps, nutritional receipes competiotions. and lectures.
To participate in various sports and Cultural programs at different levels like inter college, inter university, national and international.	Students participated in many tournaments/cultural events/competitions at various levels- inter college, inter university, National and International and won many Prizes.
.To Organize extension lectures/webinars/seminars on various subjects/topics.	Organized many Extension Lectures by all departments and Cells.
To Organize Inter College Competitions by various departments.	Conducted many inter-college competitions.
To start new courses	M.A.POLITICAL Science has been introduced in the current session.
To send proposals regarding seminars.to DGHE.	National Seminar approved by DGHE was organised by the department of Physics

13.Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
YES	25/01/2023

15.Multidisciplinary / interdisciplinary

The Institute is adhere to follow the syllabus of MDU Rohtak. The

university has adopted CBCS pattern from 2017-18. The college has implemented CBCS pattern in many courses and multidisciplinary syllabus is taught like Moral Education, Natural and Manmade Disaster Management, Fundamentals of Marketing etc. The College runs Interdisciplinary programs like B.Sc. Sports and Commerce. The College also organizes many multidisciplinary/interdisciplinary Programs and Activities like Surveys, Project Work, Extension Lectures, workshops and field visits. For holistic development of the students college has various Cells like YRC, NSS, NCC, Women Cell, Legal Literacy Cell etc. which organise many programs and activities to find out the solution and make aware community people about society's most pressing issues and Challenges.

16.Academic bank of credits (ABC):

The Institute has got success to create ABC IDs of all the students from the session 2022-23 onwards. Awareness programm has been organized to enhance their Credits by doing online courses offered by MDU Rohtak through MOOKS, Swayam Portal.

17.Skill development:

The Institute has mission to provide multidimensional education to enable the students to secure a better livelihood. To create opportunities for the development of talent with in the youth the college organizes workshops and training programs on Enhancement of employability Skills in collaboration with Industries. The Institute is running Add-on-Course in Apparel & Dress Designing recognized by MDU Rohtak.The Institute organizes many Extension Lectures, Industrial and corporate sector visits to make students aware about new job opportunities and entrepreneurship.The Institute has various cell like, YRC,NCC,NSS, Women Cell and Legal Literacy Cell to provide value-based education to inculcate positivity among the learners that include the development of universal human values, morals and ethics. Various programs in the campus and community are organized like Yoga & Meditation Camps, Community visits, extension lectures and interactive sessions by these cells. The Institute has incorporated languages in its courses for skill/ability enhancement of students. The Institute has also framed its Code of Conduct to maintain the constitutional values and culture of non violence, scientific temper and citizenship values.

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

The Institute has three languages in its curriculum, Hindi, English and Sanskrit to integrate Indian Knowledge System. The College has also EBSB Cell which provides platform to students to share their

own culture and heritage with pairing state Telangana. Along with this, the Institute also participates in various cultural programs and wins many prizes organized by other Institutes and Organizations at different levels. The Institute has mathematical society, Science Society and Creative vision Societies which organize programs on Indian traditional knowledge like Vedic Mathematics, Indian art and culture etc. The Institute also celebrates traditional festivals like, Teej, Holi, Diwali with our students and community people to promote Indian culture and traditions. The college organizes many programs like Declamation, Poetic Recitation, Shloka Uchhaaran, Sanskrit and Hindi One Act Play etc. The college Library has a vast literature in Indian languages like Vedas, Upanishads, Gita, Ramayan and other Philosophical books. The following courses are taught in Indian Languages and bilingually in the Institution: B.A, B.Com, B. Com (Hons), B.Sc. (Medical, Non Medical), Sports Sc. Yoga Science, M.P.Ed., B.P.Ed., M.Com., M.A. English, M.A. Geography, M.Sc. Physics, M.Sc. Mathematics. PGD Yoga Science and M.A. Yoga Science teaches Traditional Indian Knowledge system of Ayurveda and Yoga.

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

The Institute has adopted the curriculum of MDU Rohtak. The college makes many efforts to transform its curriculum towards outcomes based education in teaching and learning practices. Curriculum outcomes are uploaded on college website of each and every subject. Teachers also make efforts to make students aware about outcomes and Job opportunities of their respective course. Many programs and activities are also organized to make participative role of students in teaching learning process. Many field visits to Industries and corporate houses are organized to enhance their employability and entrepreneurship skills related to their respective subject. Various assignment and project works are also given to students to achieve the goal of curriculum outcomes.

20.Distance education/online education:

The College has 10 smart classrooms for providing online teaching learning facilities. The College has 100 mpbs internet connections. It has got membership of Infflibnet (N-LISTEN) and DELNET for e resources to facilitate online learning. Online classes are also taken whenever required. The institute has created Whats App groups for all students related to each and every subjects. Teachers upload their lesson Plans, outcomes, assignments and other reading material via Whats App groups.

Extended Profile

1.Programme	
1.1	16
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	2136
Number of students during the year	
File Description	Documents
Data Template	View File
2.2	627
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	904
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	61
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	87

Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	36
4.2 Total expenditure excluding salary during the year (INR in lakhs)	38827223
4.3 Total number of computers on campus for academic purposes	112

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The College has developed a structured and effective implementation of the curriculum. The institution is affiliated to MDU Rohtak and strictly follows the syllabus scheme and guidelines prescribed by MD University Rohtak. Following are the various means through which the curriculum is executed. Structured Time Table: A very systematic and structured time table has been designed for each and every department in the beginning of session. Lesson Plans : All the information regarding syllabus, revision plans, field visits and class tests is mentioned in lesson plans which are also displayed on notice boards. Effective operationalization of the curriculum: many projects and assignments are offered to students. The Principal holds meeting from time to time to analyze and discuss about progression of syllabi and give guidance for making it more effective and proper if needed. Whats App groups for all classes have been formed by all faculty members . All the staff and students have access to the INFLIBNET & DELNET (e- resources).

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://www.mkjkcollege.org/default.aspx?art_iclaID=167&menuID=128

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Academic calendar is prepared as per schedule of M.D. University, Rohtak and the action plan framed as per requirements at the college level. Academic calendar is prepared in the college for two combined academic semesters, July to December and January to June every year. The broad frame work of academic calendar is provided by M.D.University, Rohtak. In the beginning of the session, university provides the schedule of activities like date of admission, commencement of classes for odd semester, examination of odd semester, term breaks/vacations and commencement of classes for even semesters. The institution adhered to this academic plan for admission, classes, term break and examination. M.D.U also issues the calendar of sports activities, practical examination, NSS, Youth Red Cross and cultural activities. The NCC activities calendar is issued by NCC unit of 2nd Haryana Girls Battalion Rohtak. Besides all these, the IQAC of the college has also framed annual calendar for academic and co-curricular activities for each session. The detail of academic and co curricular activities is prepared by all the departments and conveners of various cells which is further submitted to IQAC coordinator and then the IQAC Coordinator discusses all activities in a meeting.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.mkjkcollege.org/img/files/folder/Academic%20Calender%202023-24.jpg

1.1.3 - Teachers of the Institution participate in A. All of the above following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University

Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

8

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

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

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

0

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

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

18

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

18

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

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

The Institution is affiliated to MDU Rohtak and adheres to follow the curriculum given by the University, but the Institution has been catering to the cross cutting issues in line with its Mission 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 rights and duties, human values and ethics. Various kinds of pedagogical and other co-curricular activities ultimately orient towards holistic development of personality. The core values imply a sense of moral discipline and various principles which provide proper orientation to various practices adopted by the students and staff members. The college has following cells for different kinds of activities: Women Cell, NSS, NCC, YRC, Legal Literacy Cell, Guidance & Counselling Cell and Grievance & Redressal Cell. Along with these cells, following subjects also integrate crosscutting issues relating to Ethics, Gender, Environment and Sustainability: Sociology, Political Science, Moral Education, Geography, Botany, Biology, Economics, Commerce, Physical Education, Yoga Science and Languages.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

6

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

333

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

D. Any 1 of the above

from the following stakeholders Students
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1450

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

126

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Slow learners and advanced learners are identified on the bases of Qualifying exams, Class tests, & assignments, responses in classrooms, debates and discussions. Then the problems of slow learners and the needs of advanced learners are identified and measures are taken accordingly. Extension Lectures to sensitize and motivate students for their better future and channelize their potential to accomplish their aims and goals.

Special attention and arrangements for Slow learners: Remedial classes, extra and special classes are taken regularly Doubt/Problem solving sessions.

Interaction sessions with slow learners in mentor mentee classes are organized.

The faculty and other staff are always willing to offer every possible help to such students.

Advanced learners

In the beginning of the session advanced learners are identified by the faculty.

They are encouraged to take up extra assignments and take part in various academic activities.

A conducive and healthy environment is provided to improve the communication skills.

Faculty members assist them in providing guidance regarding Important contents/Topics and reference books.

The College library facilitates them with print and e- resources and a very conducive atmosphere for study and reading.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
2136	61

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

The institution adopts a variety of student- centric methods to enhance learning experience through the following approaches:

Various programs such as extension lectures, group discussions, debates, quiz competitions, declamations and interactive sessions are organized to involve students actively in the learning process.

Students gain both theoretical knowledge and practical understanding through experimental classes, bridging the gap between concept and their applications.

Pedagogical methods are employed to empower students to break free from traditional societal norms and evolve into socially responsible and empathetic individuals.

Activities and personality development programs are conducted to raise awareness about ecological, environmental and social issues, fostering a sense of responsibility among students. Students are assigned projects and surveys to provide practical learning experiences, encouraging independent thinking and problem solving skills.

Regularly organized filed visit and educational tours give students real world exposure and practical insight into their areas of study.

Students are encouraged to participate in various state, national and international competitions, promoting confidence and competitive spirit.

Special programs such as Yoga camps, Meditation sessions and lectures on moral and ethical values are organized to nurture the spiritual and mental well being of students

Audio -visual aids and graphic presentations are used to make students aware of current societal developments and global issues, enhancing their learning experience through modern tools.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Teachers use ICT- enabled tools for an effective teaching -learning process:

The college has been making regular efforts to strengthen and upgrade its ICT infrastructure to enhance various academic and administrative processes. Consistent efforts are made to improve IT infrastructure and facilities to meet the evolving requirements of modern education.

The college campus is equipped with a high -speed Wi-Fi connection of 100 Mbps, ensuring seamless internet access for all stakeholders. Recognizing that computer education is essential for contemporary learning, the institution has established separate computer labs for the arts, commerce, and science faculties. Additionally, the college boasts smart classrooms, a high-teach conference hall, and an advanced audio-visual system to support interactive and engaging teaching - learning activities.

All teachers actively integrate ICT tools, such as projectors, digital whiteboards and educational software into their teaching methods to make lessons more dynamic and effective. The faculty and

students have open access to a variety of e-resources, including e-PG Pathshala, the Digital National Library, N-list, and DELNET platforms, providing a rich repository of knowledge.

Further more, teachers have formed dedicated whats App groups for their students to facilitate instant communication and share essential information, assignments, and study materials. The college remains committed to embracing technological advancements to create a vibrant and resourceful learning environment.

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

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

2.3.3.1 - Number of mentors

55

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

61

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

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

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

17

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

548

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

2.5 - Evaluation Process and Reforms

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

The College has well structured and transparent system to develop and implement a mechanism of Internal Assessment and robust in terms

of frequency and variety. As a part of effective educational strategy and mechanism, the college has adopted continuous internal evaluation system to assess the students on each and every aspect.

The continuous internal evaluation system as adopted by the institution has two components: 1. The continuous internal evaluation. 2. The End Semester exam is part of effective implementation of continuous internal evaluation system at the institutional level.

The college being affiliated with M.D.U adheres to follow the process specified by the university. In the last few years, M.D. University has introduced internal assessment system for all the colleges for all programmes as a part of the university scheme of Examination Evaluation process: the marks are to be forwarded to the university after conducting the assessment by every department for every subject. It is ensured that at the institutional level, the internal assessment is conducted strictly as per the university norms.

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

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

The continuous internal assessment of students is analyzed through assignment, test, quiz programs, seminars, debates, group discussions, field surveys and projects. Students are encouraged to participate in curricular and extracurricular activities, different competitions and cultural events and sports activities. The internal evaluation of students is adopted by the teachers at college level. The college faculty motivates the students to attend regular classes and for active participation in different activities. The evaluation methods are informed to the students well in advance through the induction programmes conducted by the departments. IQAC coordinator directly contacts with the stakeholders, taking feed back in an informal way. Moreover, the interest of students in lecture and the attendance recorded in each lecture is taken as automatic signals of feedback. In case of any deviant attitude of faculty towards students being reported, such reports are analyzed carefully and after cross checking the same, remedial measures are taken.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The Institution adheres to adopt prepared program outcomes for all UG and PG Courses by MDU Rohtak and structured mechanism has followed for implementation. The following measures are applied to communicate POs, COs to students and teachers:

A detailed discussion by the Principal with all HODs about Cos, Pos and LOs at the beginning of the session.

All POs and COs are displayed on the college website.

Detailed POs, COs and LOs are elaborately discussed in the classrooms by respective teachers during introductory classes at the beginning of the session, displayed and disseminated in the college library and organized extension lectures to enrich students about their respective COs, POs and LOs. These are very well written in the prescribed syllabi.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.mkjkcollege.org/default.aspx?articleID=3190&articleName=program-outcomes-program-specific-outcomes-and-course-outcomes&menuID=1382&parentID=303
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The College focuses on analytical and logical thinking ability to attain phenomenal success. The core concerned of the Institution is

to attain and sustain quality teaching and learning. Evaluation of the stated POs and COs is carried out through multiple assessment methodology for effective operationalization of the curriculum. At the beginning of each semester, the central timetable is designed and distributed to all faculty members for the proper implementation of POs and COs.

All the teachers prepare lesson plans for all subjects, which are then displayed and announced to the students through notice boards and college website. Students are given practical experience through a number of projects in their respective subjects. The institution has organized many inter-college cultural and quiz competitions to enhance students' potential, leadership qualities and logical analytical thinking. The principal holds regular meetings with the teachers to assess timely completion of the syllabi, assignments, assessments and student performance.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

682

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

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may

design its own questionnaire) (results and details need to be provided as a weblink)

<https://www.mkjkcollege.org/img/files/folder/SSS%202023-24.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

NIL

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

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

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

nil

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

2

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

10

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

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

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

0

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

3.3 - Extension Activities

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

The main focus of the institution is the holistic development of

students' personalities encompassing the enhancement of their critical, creative, intuitive and emotive faculties. This aims to foster self-dependence and enable students to analyze various aspects of life objectively and scientifically, thereby creating new paradigms of success rooted in humanism. Faculty members endeavor to instill leadership and governess values in students through a variety of academic and co-curricular activities. The convener and In-charges of different cells, departments and committees like NSS, NCC, YRC, Women Cell, Gender Champion, Legal Literacy Cell, Beti Bachao Beti Padhao, and Social Outreach etc. are entrusted with the duties to organize various kinds of activities like extension lectures, Yoga Camp with rural communities, rallies, blood donation & health check up camps and environmental awareness initiatives.

Many projects, field visits and surveys are conducted to address social issues, problems and demographic backgrounds in the neighboring communities. These endeavors aim to raise awareness and sensitize both students and rural communities to these issues.

File Description	Documents
Paste link for additional information	https://www.mkjkcollege.org/img/files/folder/Extension%20Activities%202023-24.pdf
Upload any additional information	View File

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

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

2

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

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

and NGOs) during the year

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

117

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

7549

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

5

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college campus is spread over vast area of 12.5 acres with natural surroundings. The campus security and maintenance is monitored through surveillance cameras. The College campus is fully connected with Wi-fi with 6 connections of 100 MPBS. The college has arts, commerce, science, physical education, yoga block and PG block with 34 number of rooms with all required facilities like furniture, lightning, fans, and black/ white boards and 10 smart classrooms etc. The College has 120 computers, 20 printers, and 3 photocopier.

The library of the college is fully automated with Soul 2.0 Software with good collection of print and e-material. The College has 20 laboratories with all required facilities and instruments. Computers

are distributed in the departments, office, library, labs and for administrative work as per the requirement and load of the work.

Computers are connected through LAN and wi-fi with high speed internet facility. The College has multi sports facilities with numbers of play grounds for various sports. The College has 2 hostels to accommodate 250 students.

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

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The Institution has adequate facilities for cultural activities, sport, games, gymnasium, yoga centre etc. The college has attained excellence in arena of Sports and the students of our College have won laurels both at National and International levels in various competitions. Since its establishment the college has been scaling new heights in the field of academic, cultural and extra co-curricular activities. Excellence in sports has been its distinctive feature. Many national and international achievements of the college are testament to this specific feature. For example Sakshi Malik our B.P.Ed student won Bronze Medal in Rio Olympic in 2016 in wrestling, Pratima Dagar won Bronze Medal in Roller Skates in Asian Championship in 2015, Mamta Kharb honoured with Arjuna Award. In 2022-23 Gita yadav and Ritu Yadav became First Indian Team of Sisters to win Silver Medals in Taekwondo International Championship). In 2023-24 many Internationals and National players won Medals. The college has won the University Championship in Sports at least 20 times. The college has won many prizes in cultural items also at Zonal, Inter-Zonal and National Level. Many Yoga competitions and camps are also organized by the College to promote wellness and spiritual well-being.

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

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

10

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

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

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

5627381

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

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

The College Library has a very important role in fulfilling the aims and objectives of the college. The Library is fully automated using Soul 2.0 Integrated Library Management System developed by INFLIBNET. All books have barcode labels. All users are provided with bar-coded identity cards. It has a good collection of 18275 print books on various subjects, 52 journal/periodicals, 13 daily

newspapers, Additionally it offers access to Shodh Ganga (N-LIST) and DELNET memberships as well as facilities for internet access, photocopying, printing, downloading for staff and students. It has a spacious reading room having seating capacity of 100 readers and has separate periodical section. There are five computers for students and staff with wi-fi high speed connection. At the beginning of the session, library orientation programs are organized for various classes and from time to time user awareness program for e-resources are organized. Many best practices are followed like newspaper clipping, notices, displays of new arrivals and special files addressing current issues such as women centric, social and environmental issues.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://www.mkjkcollege.org/default.aspx?articleID=119&articleName=Library&menuID=329&parentID=327

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

149949

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

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

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

60

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

4.3 - IT Infrastructure

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

The College has been making regular efforts to strengthen and update the ICT in the various processes like students admission, Registration, Internal assessment, LMIS (Library fully computerized with OPAC), uploading the information about teaching and nonteaching staff on Haryana Higher Education employees MIS portal and uploading the information regarding all students on MDU portal. The administrative office gets connected to all the faculty members through WhatsApp group. All teachers have formed WhatsApp groups of their respective students for online teaching and send other information of their interest. The college has its well updated website having all information about the college. To facilitate ICT, we have 10 smart class rooms, Wi-Fi campus with 100 mpbs connections, separate computer labs for various faculties, printing, scanning, downloading and photo copying facility also available in Principals office, administrative office, library, and laboratories.

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

4.3.2 - Number of Computers

120

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

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

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

838310

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

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

Being a Govt. Aided college, the maintenance and upkeep of infrastructure is undertaken by college funds and grant received from various funding agencies for the purpose. The college engages a retired XEN as technical expert for building maintenance as and when required. Regular cleaning and maintenance is carried out by sweepers appointed in college and hostel. The college maintains a property stock register to keep records of all equipment purchased.

The college has 20 laboratories and each laboratory has its own lab attendant to record and maintain the equipment and other items. A personal stock register for the department is also maintained by all the departments to record all purchased items for laboratory.

Regular dusting and cleaning is done on regular basis. Pest control is carried out to secure and increase the life of valuables resources of library. Proper ventilation is done so as to maintain dry environment. Furniture and other items are repaired as per requirement. The College has various playgrounds and maintenance of these grounds are carried out by grounds man on a daily basis when required. The College has 2 Hostels. It has its own administrative staff to control and maintain the Hostel Building.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

108

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

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

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

62

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

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

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

978

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

978

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

5

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

131

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

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

3

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

399

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

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

For holistic Development of students the Institution tries to inculcate the leadership and Governance values through various academic and co-curricular activities. The various social, political and ethical values which are the hallmarks a good leader are instilled through various activities. Although the college does not have duly elected council because elected council can be formed as per Govt. guidelines. We have Students representatives in IQAC, Magazine Committee, Cultural Committee, Library Committee, Election Awareness NCC, NSS, Women Cell, YRC, Gender Champions, Legal Literacy Cell etc. and in different societies of the various departments. In fact some of the activities have been handled by students like organized fresher and farewell parties in their departments, to assist the new students in admission, celebration of traditional festivals, to assist the Faculty members in organizing educational tours and field visits etc. The college magazine 'Mahila Manish' is published every year. The student section of this magazine is solely edited by the student editor only. This Participatory mechanism for students in various activities and bodies provides opportunities to develop leadership qualities and community relationship.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution

participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

645

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

5.4 - Alumni Engagement

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

The college has its alumni Forum. The registration Process of Alumni Association is about to complete. The college tries to involve alumni in various activities like member of IQAC invited as resource persons and invited as chief guest in the college functions. During the meetings valuable suggestions for development of the college are given by alumni. Their suggestion are considered while framing policies and planning. Our alumnae Ms. Pravesh and Ms. Poonam are playing a vital role in the welfare of society. The institute organizes Alumni meet every year. In the current year it was organized on 27th April 2024. Feedback was also taken from Alumni and the report has been uploaded below.

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

5.4.2 - Alumni contribution during the year **E. <1Lakhs**
(INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

As the college vision is to rise , awake and know thyself, our Institution is committed to make profound difference in the lives of women by empowering them to attain their full potential through pursuit of knowledge . Every segment of the college strives for excellence in pursuit of the vision and mission of the Institution. The college has various Councils like Advisory council, academic council, IQAC, Library Advisory Committee etc. comprising of faculty members to execute perspective plans and policies. There is a large no. of committees and cells at college Level like discipline committee, Youth Red Cross, Hostel Committee, Women Cell, Magazine Committee, Legal Literacy Cell, Election awareness Cell, Guidance Counselling Cell, NSS, NCC, Gender champions, Beti Bachao Beti Padhao, Anti Sexual Harassment committee, Employment Cell, Grievance Redressal Cell and Horticulture committee to govern the College. In the periodic meetings with the principal, various committees discuss the outcomes and problems pertaining to the students as well as other issues of the institution.

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

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

The Institution has mechanism and the practice of decentralized inclusive management rather than centralized exclusive administration. The Management and the Principal of the college always promote a culture of decentralization and participatory management in most of the activities of the college. The affiliating University, Directorate of Higher Education and Governing Body of the College has clearly defined the policies, powers and processes to be followed by the Institution. To follow these policies the

college has a mechanism of delegating authority and providing operational autonomy at various levels to inculcate the culture of collective responsibilities amongst its faculty members. At Principal's level, the Governing body delegates all the academic and operational decisions based on policy to a committee headed by the Principal. The management also motivates teaching faculty to improve their efficiency by giving them full freedom in decision making within specified norms. Each faculty has freedom to prepare its academic plans and schedule of activities. Moreover, all kinds of possible help is provided to faculty members by the college and management to improve their knowledge in their respective areas and full autonomy is provided in their class rooms and tutorials.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

In accordance with the mission and vision of our college, the Institution ensures fair and affordable access to all academic as well as co-curricular activities and programs. The College has structured and perspective plans to execute all the activities and functions. Academic and co-curricular Calendar has been prepared and approved by IQAC in the beginning of the session. Each and every information displayed on notice boards and forwarded through whatsapp groups . Principal conducts meetings from time to time to discuss and analyse the progress of the implementations of perspective plan. In order to raise the standards and set a benchmark, the college proposes to enhance and augment various outreach programs to achieve social equality and promote a culture of dignity, social justice and human rights. The college organizes many program to create awareness and sensitize the communities about various issues like Gender Equality, Health & Hygiene, Mental Health, environment consciousness etc. The College organizes many programs and activities which are testimony to achieve success in this field.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://www.mkjkcollege.org/img/files/folder/Academic%20Calender%202023-24.jpg
Upload any additional information	No File Uploaded

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

The College is governed by Jat Education Society Rohtak (Regd), the duly elected management comprising of the office bearer, governing body of selected members and representatives for teaching and non-teaching faculty members.

Various resolutions pertaining to plans and policies of the college are passed by the Governing Body for smooth and efficient running of the Institution. The Jat Education Society stresses on Optimal use of existing resources and on generation of new resources with the assistance from various philanthropists and organizations. The managing committee appoints the teachers as per UGC, DGHE and MDU Rohtak rules. The Principal exercises effective leadership by formulating different plans and policies keeping in view the development of the college. The head 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, Govt. and any other organization which fulfils the vision and mission of the college. The faculty members work in unison with the college administration and management encourages them in undertaking and implementing various quality improvement plans and programs.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.mkjkcollege.org/img/files/folder/Organograme.pdf
Upload any additional information	No File Uploaded

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

TeachingStaff

1. Sabbatical leaves are granted for research work similar to Ph. D. programs as well as for attending conferences and seminars.
2. Provisions for advance against PF as well as loan facility.
3. Health check up camps for faculty.
4. Maternity leave and breaks are provided for lactating mothers and pregnant staff members as per Haryana Govt. Norms.
5. Celebration of traditional festivals like Teej/Diwali/Holi.
6. Special greetings to the staff on their birth days/wedding anniversary.
7. Organized meditation sessions to release stress.
8. T.A.D.A is given as per Haryana Govt .norms.
9. Sanction of CL and EL as per requirement and norms.

Non-TeachingStaff

- 1• Provision for advance against PF for marriage and children's education.
- 2.Sanction of CL and EL as per requirement.
- 3• Maternity leave
- 4• HRA and other allowances are provided as per Haryana Govt Norms.
- 5• Annual increments.
6. Financial help by teaching staff in case of emergency.
- 7• Organized meditation sessions aim to release stress along with health check-up camps.
8. Special greetings to the staff on their birthdays/wedding anniversary
9. Celebration of traditional festivals likeTeej/Diwali/Holi.
10. Special greetings to the staff on their birth days/wedding anniversary.
12. T.A.D.A is given as per Haryana Govt .norms.

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

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

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

0

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

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

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

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

5

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

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

As per the norms of Higher Education, Govt. of Haryana, the Institution has a mechanism for Performance Appraisal System for teaching and non-teaching staff. All staff members have to submit the prescribed performa of ACR filled with their annual performance to the Head of the Institution at the end of each academic session. The Principal varifies it, gives remarks, signs it and forwards to the President/Administrator of Jat Education Society. Performance of teachers is also assessed through students satisfactory survey at the end of each academic session and appropriate instructions are given to the staff members by the Principal. After analysis and evaluation of the report by the Principal and Management, it is communicated to respective department for improving shortcomings.

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

6.4 - Financial Management and Resource Mobilization

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

The College has mechanism for internal and external audits regularly and all the accounts of the college are properly audited. Following are the types of audit:- • General audit of all accounts by the C.A., engaged by the institution. Amalgamated fund is audited by M.D. University, Rohtak on annual basis. • Salary account is audited

by General Audit Dept. and DGHE Haryana. Purchase Committees comprising of at least three members are constituted for all purchases. • Quotations/market survey is mandatory for all purchases. • All the payments upto Rs. 10000/- are made after duly sanctioned by the Principal and more than Rs 10000/-by the President. All the bills are properly checked by the accountant and bursar and then passed by the Principal before payments are made. • To maintain a prism of clarity, the college ensures that the audit for the maintenance Grant (Grant-in-aid) in lieu of Salary of the Staff and Post matric scholarship to the students received from the state Govt. is conducted regularly by the DGHE Office of Haryana. To ensure accountability, the college office prepares balance sheets, clearly indicating the amount spent under different heads. • Utilization certificate of various funds received from funding agencies are prepared by Chartered Accountant engaged by the college.

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

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

151000

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The Institution is the combination of Grants-in aid and SFS mode. It is recognised under 12B and 2F of UGC act. The main sources of funds, apart from the Government are various Non- Government

organizations, the College Management, philanthropists, and college staff. At the beginning of the session, over all financial resources of the college are analyzed by the Principal, IQAC of the College, Bursar, senior staff members and head clerk cum accountant. In the IQAC meetings, Projects and various plans and tentative estimates on their execution are discussed and utilized accordingly. Utilization of various funds is checked by the Bursar and directly monitored by the Principal. Various committees (comprising of at least 3 members) are also constituted for purchase. Quotations/Market surveys are mandatory for all purchases. Various payments are made by institution on digital mode. The Institute maintains the record of grants received from various funding agencies on PFMS. The Institution conducts internal and external audits regularly and all the accounts of the college are audited. Utilization certificate of various funds received from funding agencies are prepared by Chartered Accountant engaged by the college. The Principal and the Superintendent ensure that all kinds of payments are made in time. All precautions are being taken for optimal utilization of resources.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC of the Institute is vibrant and is constituted as per norms of NAAC. It has representatives from most of the departments and has an amalgam of senior and junior teachers, students' representative and stake holders from the society. IQAC monitors the functioning of academic and student support committees and collects departmental reports. Acting as a nodal agency of the Institution for coordinating quality-related activities, the IQAC of the institution aims to attain excellence in education.. During 2023-24 session the IQAC of the Institute has suggested and implemented successfully the following quality enhancement activities:

1. Proposal of New courses, M.A. History and UG/PG programmes in computer science/IT were sent to DGHE.
2. Proposal to organize Seminars/Workshop were sent to DGHE and One

National Seminar was organized.

3. Scheme of Green Volunteers was launched in the college.

4. Organized training and workshops for enhancement of employability skills in Collaboration with MDU and Naandi Foundation (Mahindra Pride Classes).

5. Series of extension lectures regarding career opportunities in various fields were organized.

6. Organized many programmes/activities/visit to inculcate the moral values/ethics, gender sensitization, social evils, environment consciousness, National Integration etc. in the students and the rural folk.

7. Coordinated to utilize RUSA Grant wisely such as Solar panel for energy saving, smart classrooms for techno-savvy education and furniture for classrooms and Seminar hall.

8. Extension lecture on 'Academic Orientation of Copyright' to encourage the faculty to write more Research papers.

9. Organized Yoga Camps and Meditation sessions for spiritual well being of students and faculty.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The Institution reviews its teaching learning process, structure and methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms. To improve the academic ambience the college identifies the skills, aptitude and physical capacity of the staff members (teaching and Non teaching). Proper implementation of program outcomes, course outcomes and learning

outcomes. Various teaching aids are used to make curriculum delivery more effective and systematic like lesson plans, assignments, group discussion for participative learning, class tests etc. Pictorial duties are assigned to all staff members to monitor proper teaching and discipline. Special emphasis is placed on plugging loopholes, toning up the skills and helping students to build sound exam temperament which together drive them to excel in various exams. The students are given practical experiences by offering them a number of projects in their concerned subjects.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

As the gender issues are directly related to family, society and the

nation. Gender inequality is a stark social reality. Being a women's college, our main focus of the institution is the holistic development of students' personalities i.e. development of their critical, creative, intuitive and emotive faculties and specifically for tackling gender biased issues. The college has following cells to monitor and sensitize students, faculty and community regarding gender equality:

WomenCell, Gender Champion Cell, Legal Literacy Cell, Beti Bachao Beti Padhao Cell, Prevention of Sexual Harassment Cell, Guidance and Counselling Cell, YRC, NSS, NCC.

The college has organized the following activities during the session on women centric issues:

- Pink Movie shown (Women related social and legal issues)
- Extension Lecture on Emerging Techniques on Women's Safety: Various Govt. Policies and Measures.
- Poetry Competition on Women's Vote: Power in Your Hand.
- Poetic Recitation Competition on Gender Issues.
- Participation in Inter College Slogan Writing Competition on Prohibition of Dowry.
- District Level Essay Writing Competition on Prohibition of Dowry.
- Extension Lecture on Violence Against Women and Rights of Women.
- Extension Lecture on Health & Hygiene for Girls.
- Visit to Sarthak (SHG), in Noona Majra Village (Women entrepreneurship).
- Survey on 'Impact of Social Media on Girl student' was conducted.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	All required facilities for all girl students like Common Rooms, Safety and Security through surveillance cameras.

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy

C. Any 2 of the above

Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

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

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

The College doesnot generateany hazardous waste. However unserviceable items such as equipments from labs, hostels, canteen are auctioned from time to time. For e-waste management, the Institution follows Govt. and concerned agencies' policies to manage any e-waste. The Institue has engaged waste picker to collect daily waste from the College campus and hostel.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

B. Any 3 of the above

- 1.Restricted entry of automobiles**
- 2.Use of Bicycles/ Battery powered vehicles**
- 3.Pedestrian Friendly pathways**
- 4.Ban on use of Plastic**
- 5.landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

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

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

E. None of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

B. Any 3 of the above

5.

Provision for enquiry and information :

Human assistance, reader, scribe, soft copies of reading material, screen reading

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

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

On the socio economic front, the college has inclusive environment of tolerance and harmony towards cultural, regional, linguistic, communal socio economic and other diversities. The college has students and staff from all strata of society irrespective of caste, creed and religion. The college upholds the spirit of the Constitution of India, focusing on equity in admission process, which reflects the commitment to diversity and inclusion. We have various cells to organize various programs to create inclusive environment like SC BC Welfare Cell, Women Cell, Legal literacy Cell, and Grievance and Redressal Cell etc. Resource persons from diverse strata have been invited to address in Webinars, Seminars, Conferences. Emphasizing the institutional efforts at inclusion, the College celebrates festivals of all religions like Diwali, Eid, Christmas, Lohri etc.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

In the beginning of the session, the induction program is conducted to orient students about the constitution and obligation: values, rights, duties and responsibilities of citizens. The college has various cells which organize many programs throughout the year to sensitize the students and staff regarding constitutional obligations. The Institute has organized many programs to sensitize and to inculcate awareness in the community regarding their rights and responsibilities. The following programs were organized:

- Independence day Celebration, Republic Day Celebration
- Extension Lecture on 'Road Safety for Cyclists and Motorcyclists: Tips and Best Practices
- Lecture on effect of Global Warming.
- Health Checkup Camp in adopted Village 'Khedi Sadh" and in College Campus.
- Blood Donation Camp in collaboration with PGIMS Rohtak.
- Awareness Rally on Communal Harmony.
- Various Programs and Extension Lectures on Environment consciousness, water conservation, Swachh Bharat,
- Oath-taking ceremony on National Unity Day.
- Extension Lecture on 'Drug Free India'
- Extension Lecture on Social Harmony
- Documentary Film Shown on 'Anti Child Labour'
- Extension Lecture on 'Importance of Social and Moral Values'
- Poster making, Slogan Writing and essaywriting Competition on Crop Residue Management.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

B. Any 3 of the above

4.

Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

The College has action plan to celebrate/organize National and International Commemorative days/events and festivals during the year which clearly reflects in Institutional Academic and Co-Curricular Calendar. The following programs are organized on those specific days:

Republic Day, Independence Day

International Women's Day Celebration

Environment Day

National Education Day

National Librarians Day

World Blood Donation Day

World Food Safety Day

AIDS Day

No Tobacco Day

National Science Day

Hindi Diwas

Teej/Holi/Diwali Festival

NSS/NCC Day

Voter's Rights Day

Consumer Awareness Day.

International Copyright Day And many more.

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

7.2 - Best Practices

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

Following two best practices were implemented during the year:

1. Title: Health & Hygiene

2. Title: Career Guidance

Details are given below in the file uploaded.

Link in the Institutional website:

<https://www.mkjkcollege.org/img/files/folder/Best%20Practice%202023-24.pdf>

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

7.3 Distinctive Feature

Since its establishment the college has been scaling new heights specially in the field of sports. Many national and international achievements of the college are testament to this specific feature. The renowned sports persons of the college are Mamta Kharb (Hockey), Suman Kundu (Hind Kesari awardee, 14 times), Sakshi Malik (Wrestler) in Rio Olympic and many more.

Our students Ritu Yadav and Geeta Yadav (First Indian team of sisters to win silver medals in Taekwondo International Championship in Sweden on 3-09-2022. Their names are recorded in India book of records .In 2023-24, 5 students, participated in International Tournaments, of them 3 won positions (1 Gold, 1 Silver and 1 Bronze). In 2023-24, 300 students participated at various levels in 73 events and won 287 medals won in various tournaments. (Details uploaded in files) The college has been the champion of university all round trophy of M.D. University (affiliating university) for the last 22 years.

Students also got cash prizes of Rs. 71500/- in various tournaments.

The college also provides all the possible help to outstanding sports persons. In the session 2023-24 following financial aid was given to sports person:

1. Fee concession of Rs. 257682/- for 54 National sports persons.
2. Free admission in hostel worth Rs. 136000/- for 8 students.
3. Cash prize, free coaching, refreshment, sports kit, books and TA/DA for students & staff.

1. Rescheduling their University exams that clash with tournaments.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The College has developed a structured and effective implementation of the curriculum. The institution is affiliated to MDU Rohtak and strictly follows the syllabus scheme and guidelines prescribed by MD University Rohtak. Following are the various means through which the curriculum is executed.

Structured Time Table: A very systematic and structured time table has been designed for each and every department in the beginning of session.

Lesson Plans : All the information regarding syllabus, revision plans, field visits and class tests is mentioned in lesson plans which are also displayed on notice boards.

Effective operationalization of the curriculum: many projects and assignments are offered to students. The Principal holds meeting from time to time to analyze and discuss about progression of syllabi and give guidance for making it more effective and proper if needed.

Whats App groups for all classes have been formed by all faculty members . All the staff and students have access to the INFLIBNET & DELNET (e- resources).

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://www.mkjkcollege.org/default.aspx?articleID=167&menuID=128

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Academic calendar is prepared as per schedule of M.D. University, Rohtak and the action plan framed as per requirements at the college level. Academic calendar is prepared in the college for two combined academic semesters, July to December and January to June every year. The broad frame work of academic calendar is provided by M.D.University, Rohtak. In the beginning of the session, university provides the schedule of activities like date of admission, commencement of classes for odd semester, examination of odd semester, term breaks/vacations and

commencement of classes for even semesters. The institution adhered to this academic plan for admission, classes, term break and examination. M.D.U also issues the calendar of sports activities, practical examination, NSS, Youth Red Cross and cultural activities. The NCC activities calendar is issued by NCC unit of 2nd Haryana Girls Battalion Rohtak. Besides all these, the IQAC of the college has also framed annual calendar for academic and co-curricular activities for each session. The detail of academic and co curricular activities is prepared by all the departments and conveners of various cells which is further submitted to IQAC coordinator and then the IQAC Coordinator discusses all activities in a meeting.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.mkjkcollege.org/img/files/folder/Academic%20Calender%202023-24.jpg

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

8

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

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

0

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

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

18

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

18

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

1.3 - Curriculum Enrichment

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

The Institution is affiliated to MDU Rohtak and adheres to follow the curriculum given by the University, but the Institution has been catering to the cross cutting issues in line with its Mission 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 rights and duties, human values and ethics. Various kinds of pedagogical and other co-curricular activities ultimately orient towards holistic development of personality. The core values imply a sense of moral discipline and various principles which provide proper orientation to various practices adopted by the students and staff members. The college has following cells for different kinds of activities: Women Cell, NSS, NCC, YRC, Legal Literacy Cell, Guidance & Counselling Cell and Grievance & Redressal Cell. Along with these cells, following subjects also integrate crosscutting issues relating to Ethics, Gender, Environment and Sustainability: Sociology, Political Science, Moral Education, Geography, Botany, Biology, Economics, Commerce, Physical Education, Yoga Science and Languages.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

6

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

333

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	D. Any 1 of the above
--	-----------------------

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1450

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

126

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Slow learners and advanced learners are identified on the bases of Qualifying exams, Class tests, & assignments, responses in classrooms, debates and discussions. Then the problems of slow learners and the needs of advanced learners are identified and measures are taken accordingly. Extension Lectures to sensitize and motivate students for their better future and channelize their potential to accomplish their aims and goals.

Special attention and arrangements for Slow learners: Remedial classes, extra and special classes are taken regularly
Doubt/Problem solving sessions.

Interaction sessions with slow learners in mentor mentee classes are organized.

The faculty and other staff are always willing to offer every possible help to such students.

Advanced learners

In the beginning of the session advanced learners are identified by the faculty.

They are encouraged to take up extra assignments and take part in various academic activities.

A conducive and healthy environment is provided to improve the communication skills.

Faculty members assist them in providing guidance regarding Important contents/Topics and reference books.

The College library facilitates them with print and e- resources and a very conducive atmosphere for study and reading.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
2136	61

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

The institution adopts a variety of student- centric methods to enhance learning experience through the following approaches:

Various programs such as extension lectures, group discussions, debates, quiz competitions, declamations and interactive sessions are organized to involve students actively in the learning process.

Students gain both theoretical knowledge and practical understanding through experimental classes, bridging the gap between concept and their applications.

Pedagogical methods are employed to empower students to break free from traditional societal norms and evolve into socially responsible and empathetic individuals.

Activities and personality development programs are conducted to raise awareness about ecological, environmental and social issues, fostering a sense of responsibility among students. Students are assigned projects and surveys to provide practical learning experiences, encouraging independent thinking and problem solving skills.

Regularly organized filed visit and educational tours give students real world exposure and practical insight into their areas of study.

Students are encouraged to participate in various state, national and international competitions, promoting confidence and competitive spirit.

Special programs such as Yoga camps, Meditation sessions and lectures on moral and ethical values are organized to nurture the spiritual and mental well being of students

Audio -visual aids and graphic presentations are used to make students aware of current societal developments and global issues, enhancing their learning experience through modern tools.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Teachers use ICT- enabled tools for an effective teaching -learning process:

The college has been making regular efforts to strengthen and upgrade its ICT infrastructure to enhance various academic and administrative processes. Consistent efforts are made to improve IT infrastructure and facilities to meet the evolving requirements of modern education.

The college campus is equipped with a high -speed Wi-Fi connection of 100 Mbps, ensuring seamless internet access for all stakeholders. Recognizing that computer education is essential for contemporary learning, the institution has established separate computer labs for the arts, commerce, and science faculties. Additionally, the college boasts smart classrooms, a high-teach conference hall, and an advanced audio-visual system to support interactive and engaging teaching - learning activities.

All teachers actively integrate ICT tools, such as projectors,

digital whiteboards and educational software into their teaching methods to make lessons more dynamic and effective. The faculty and students have open access to a variety of e-resources, including e-PG Pathshala, the Digital National Library, N-list, and DELNET platforms, providing a rich repository of knowledge.

Further more, teachers have formed dedicated whats App groups for their students to facilitate instant communication and share essential information, assignments, and study materials. The college remains committed to embracing technological advancements to create a vibrant and resourceful learning environment.

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

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

2.3.3.1 - Number of mentors

55

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

61

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

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

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

17

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

548

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

2.5 - Evaluation Process and Reforms

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

The College has well structured and transparent system to develop and implement a mechanism of Internal Assessment and robust in terms of frequency and variety. As a part of effective educational strategy and mechanism, the college has adopted continuous internal evaluation system to assess the students on each and every aspect.

The continuous internal evaluation system as adopted by the institution has two components: 1. The continuous internal evaluation. 2. The End Semester exam is part of effective implementation of continuous internal evaluation system at the institutional level.

The college being affiliated with M.D.U adheres to follow the process specified by the university. In the last few years, M.D. University has introduced internal assessment system for all the colleges for all programmes as a part of the university scheme of Examination Evaluation process: the marks are to be forwarded to the university after conducting the assessment by every department for every subject. It is ensured that at the institutional level, the internal assessment is conducted strictly as per the university norms.

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

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

The continuous internal assessment of students is analyzed through assignment, test, quiz programs, seminars, debates, group discussions, field surveys and projects. Students are encouraged to participate in curricular and extracurricular activities, different competitions and cultural events and sports activities. The internal evaluation of students is adopted by the teachers at college level. The college faculty motivates the students to attend regular classes and for active participation in different activities. The evaluation methods are informed to the students well in advance through the induction programmes conducted by the departments. IQAC coordinator directly contacts with the stakeholders, taking feed back in an informal way. Moreover, the interest of students in lecture and the attendance recorded in each lecture is taken as automatic signals of feedback. In case

of any deviant attitude of faculty towards students being reported, such reports are analyzed carefully and after cross checking the same, remedial measures are taken.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The Institution adheres to adopt prepared program outcomes for all UG and PG Courses by MDU Rohtak and structured mechanism has followed for implementation. The following measures are applied to communicate POs, COs to students and teachers:

A detailed discussion by the Principal with all HODs about Cos, Pos and LOs at the beginning of the session.

All POs and COs are displayed on the college website.

Detailed POs, COs and LOs are elaborately discussed in the classrooms by respective teachers during introductory classes at the beginning of the session, displayed and disseminated in the college library and organized extension lectures to enrich students about their respective COs, POs and LOs. These are very well written in the prescribed syllabi.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.mkjkcollege.org/default.aspx?articlaID=3190&articleName=program-outcomes-program-specific-outcomes-and-course-outcomes&menuID=1382&parentID=303
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The College focuses on analytical and logical thinking ability to attain phenomenal success. The core concerned of the Institution is to attain and sustain quality teaching and learning.

Evaluation of the stated POs and COs is carried out through multiple assessment methodology for effective operationalization of the curriculum. At the beginning of each semester, the central timetable is designed and distributed to all faculty members for the proper implementation of POs and COs.

All the teachers prepare lesson plans for all subjects, which are then displayed and announced to the students through notice boards and college website. Students are given practical experience through a number of projects in their respective subjects. The institution has organized many inter-college cultural and quiz competitions to enhance students' potential, leadership qualities and logical analytical thinking. The principal holds regular meetings with the teachers to assess timely completion of the syllabi, assignments, assessments and student performance.

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

2.6.3 - Pass percentage of Students during the year**2.6.3.1 - Total number of final year students who passed the university examination during the year**

682

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

2.7 - Student Satisfaction Survey

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

<https://www.mkjkcollege.org/img/files/folder/SSS%202023-24.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

NIL

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

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

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

nil

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

2

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

10

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

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

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

0

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

3.3 - Extension Activities

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

The main focus of the institution is the holistic development of students' personalities encompassing the enhancement of their critical, creative, intuitive and emotive faculties. This aims to foster self-dependence and enable students to analyze various aspects of life objectively and scientifically, thereby creating new paradigms of success rooted in humanism. Faculty members endeavor to instill leadership and governess values in students through a variety of academic and co-curricular activities. The convener and In-charges of different cells, departments and committees like NSS, NCC, YRC, Women Cell, Gender Champion, Legal Literacy Cell, Beti Bachao Beti Padhao, and Social Outreach etc. are entrusted with the duties to organize various kinds of activities like extension lectures, Yoga Camp with rural communities, rallies, blood donation & health check up camps and environmental awareness initiatives.

Many projects, field visits and surveys are conducted to address social issues, problems and demographic backgrounds in the neighboring communities. These endeavors aim to raise awareness and sensitize both students and rural communities to these issues.

File Description	Documents
Paste link for additional information	https://www.mkjkcollege.org/img/files/folder/Extension%20Activities%202023-24.pdf
Upload any additional information	View File

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

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

2

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

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

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

117

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

7549

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

5

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college campus is spread over vast area of 12.5 acres with natural surroundings. The campus security and maintenance is monitored through surveillance cameras. The College campus is fully connected with Wi-fi with 6 connections of 100 MPBS. The college has arts, commerce, science, physical education, yoga block and PG block with 34 number of rooms with all required facilities like furniture, lightning, fans, and black/ white boards and 10 smart classrooms etc. The College has 120 computers, 20 printers, and 3 photocopier.

The library of the college is fully automated with Soul 2.0 Software with good collection of print and e-material. The College has 20 laboratories with all required facilities and instruments. Computers are distributed in the departments, office, library, labs and for administrative work as per the requirement and load of the work.

Computers are connected through LAN and wi-fi with high speed internet facility. The College has multi sports facilities with numbers of play grounds for various sports. The College has 2 hostels to accommodate 250 students.

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

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The Institution has adequate facilities for cultural activities, sport, games, gymnasium, yoga centre etc. The college has attained excellence in arena of Sports and the students of our College have won laurels both at National and International levels in various competitions. Since its establishment the college has been scaling new heights in the field of academic, cultural and extra co-curricular activities. Excellence in sports has been its distinctive feature. Many national and international achievements of the college are testament to this specific feature. For example Sakshi Malik our B.P.Ed student won Bronze Medal in Rio Olympic in 2016 in wrestling, Pratima Dagar won

Bronze Medal in Roller Skates in Asian Championship in 2015, Mamta Kharb honoured with Arjuna Award. In 2022-23 Gita yadaw and Ritu Yadav became First Indian Team of Sisters to win Silver Medals in Taekwando International Championship). In 2023-24 many Internationals and National players won Medals. The college has won the University Championship in Sports at least 20 times. The college has won many prizes in cultural items also at Zonal, Inter-Zonal and National Level. Many Yoga competitions and camps are also organized by the College to promote wellness and spiritual well-being.

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

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

10

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

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

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

5627381

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

4.2 - Library as a Learning Resource

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

The College Library has a very important role in fulfilling the aims and objectives of the college. The Library is fully automated using Soul 2.0 Integrated Library Management System developed by INFLIBNET. All books have barcode labels. All users are provided with bar-coded identity cards. It has a good collection of 18275 print books on various subjects, 52 journal/periodicals, 13 daily newspapers. Additionally it offers access to Shodh Ganga (N-LIST) and DELNET memberships as well as facilities for internet access, photocopying, printing, downloading for staff and students. It has a spacious reading room having seating capacity of 100 readers and has separate periodical section. There are five computers for students and staff with wi-fi high speed connection. At the beginning of the session, library orientation programs are organized for various classes and from time to time user awareness program for e-resources are organized. Many best practices are followed like newspaper clipping, notices, displays of new arrivals and special files addressing current issues such as women centric, social and environmental issues.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://www.mkjkcollege.org/default.aspx?articleID=119&articleName=Library&menuID=329&parentID=327

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-

A. Any 4 or more of the above

books Databases Remote access toe-resources	
File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)	
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
149949	
File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)	
4.2.4.1 - Number of teachers and students using library per day over last one year	
60	
File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File
4.3 - IT Infrastructure	
4.3.1 - Institution frequently updates its IT facilities including Wi-Fi	
The College has been making regular efforts to strengthen and update the ICT in the various processes like students admission,	

Registration, Internal assessment, LMIS (Library fully computerized with OPAC), uploading the information about teaching and nonteaching staff on Haryana Higher Education employees MIS portal and uploading the information regarding all students on MDU portal. The administrative office gets connected to all the faculty members through WhatsApp group. All teachers have formed WhatsApp groups of their respective students for online teaching and send other information of their interest. The college has its well updated website having all information about the college. To facilitate ICT, we have 10 smart class rooms, Wi-Fi campus with 100 mpbs connections, separate computer labs for various faculties, printing, scanning, downloading and photo copying facility also available in Principals office, administrative office, library, and laboratories.

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

4.3.2 - Number of Computers

120

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**838310**

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

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

Being a Govt. Aided college, the maintenance and upkeep of infrastructure is undertaken by college funds and grant received from various funding agencies for the purpose. The college engages a retired XEN as technical expert for building maintenance as and when required. Regular cleaning and maintenance is carried out by sweepers appointed in college and hostel. The college maintains a property stock register to keep records of all equipment purchased.

The college has 20 laboratories and each laboratory has its own lab attendant to record and maintain the equipment and other items. A personal stock register for the department is also maintained by all the departments to record all purchased items for laboratory.

Regular dusting and cleaning is done on regular basis. Pest control is carried out to secure and increase the life of valuables resources of library. Proper ventilation is done so as to maintain dry environment. Furniture and other items are repaired as per requirement. The College has various playgrounds and maintenance of these grounds are carried out by grounds man on a daily basis when required. The College has 2 Hostels. It has its own administrative staff to control and maintain the Hostel Building.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
STUDENT SUPPORT AND PROGRESSION	
5.1 - Student Support	
5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
108	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File
5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
62	
File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
978	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
978	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

5

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

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

5.2.2.1 - Number of outgoing student progression to higher education

131

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

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

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

government examinations) during the year**3**

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.****399**

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

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

For holistic Development of students the Institution tries to inculcate the leadership and Governance values through various academic and co-curricular activities. The various social, political and ethical values which are the hallmarks a good leader are instilled through various activities. Although the college does not have duly elected council because elected council can be formed as per Govt. guidelines. We have Students representatives in IQAC, Magazine Committee, Cultural Committee, Library Committee, Election Awareness NCC, NSS, Women Cell, YRC, Gender Champions, LegalLiteracy Cell etc. and in different

societies of the various departments. In fact some of the activities have been handled by students like organized fresher and farewell parties in their departments, to assist the new students in admission, celebration of traditional festivals, to assist the Faculty members in organizing educational tours and field visits etc. The college magazine 'Mahila Manish' is published every year. The student section of this magazine is solely edited by the student editor only. This Participatory mechanism for students in various activities and bodies provides opportunities to develop leadership qualities and community relationship.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

645

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

5.4 - Alumni Engagement

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

The college has its alumni Forum. The registration Process of Alumni Association is about to complete. The college tries to involve alumni in various activities like member of IQAC invited

as resource persons and invited as chief guest in the college functions. During the meetings valuable suggestions for development of the college are given by alumni. Their suggestion are considered while framing policies and planning. Our alumnae Ms. Pravesh and Ms. Poonam are playing a vital role in the welfare of society. The institute organizes Alumni meet every year. In the current year it was organized on 27th April 2024. Feedback was also taken from Alumni and the report has been uploaded below.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
---	----------------------

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

As the college vision is to rise , awake and know thyself, our Institution is committed to make profound difference in the lives of women by empowering them to attain their full potential through pursuit of knowledge . Every segment of the college strives for excellence in pursuit of the vision and mission of the Institution. The college has various Councils like Advisory council, academic council, IQAC, Library Advisory Committee etc. comprising of faculty members to execute perspective plans and policies. There is a large no. of committees and cells at college Level like discipline committee, Youth Red Cross, Hostel Committee, Women Cell, Magazine Committee, Legal Literacy Cell, Election awareness Cell, Guidance Counselling Cell, NSS, NCC, Gender champions, Beti Bachao Beti Padhao, Anti Sexual Harassment committee, Employment Cell, Grievance Redressal Cell and Horticulture committee to govern the College. In the periodic meetings with the principal, various committees discuss the

outcomes and problems pertaining to the students as well as other issues of the institution.

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

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

The Institution has mechanism and the practice of decentralized inclusive management rather than centralized exclusive administration. The Management and the Principal of the college always promote a culture of decentralization and participatory management in most of the activities of the college. The affiliating University, Directorate of Higher Education and Governing Body of the College has clearly defined the policies, powers and processes to be followed by the Institution. To follow these policies the college has a mechanism of delegating authority and providing operational autonomy at various levels to inculcate the culture of collective responsibilities amongst its faculty members. At Principal's level, the Governing body delegates all the academic and operational decisions based on policy to a committee headed by the Principal. The management also motivates teaching faculty to improve their efficiency by giving them full freedom in decision making within specified norms. Each faculty has freedom to prepare its academic plans and schedule of activities. Moreover, all kinds of possible help is provided to faculty members by the college and management to improve their knowledge in their respective areas and full autonomy is provided in their class rooms and tutorials.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

In accordance with the mission and vision of our college, the

Institution ensures fair and affordable access to all academic as well as co-curricular activities and programs. The College has structured and perspective plans to execute all the activities and functions. Academic and co-curricular Calendar has been prepared and approved by IQAC in the beginning of the session. Each and every information displayed on notice boards and forwarded through whatsapp groups. Principal conducts meetings from time to time to discuss and analyse the progress of the implementations of perspective plan. In order to raise the standards and set a benchmark, the college proposes to enhance and augment various outreach programs to achieve social equality and promote a culture of dignity, social justice and human rights. The college organizes many program to create awareness and sensitize the communities about various issues like Gender Equality, Health & Hygiene, Mental Health, environment consciousness etc. The College organizes many programs and activities which are testimony to achieve success in this field.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://www.mkjkcollege.org/img/files/folder/Academic%20Calender%202023-24.jpg
Upload any additional information	No File Uploaded

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

The College is governed by Jat Education Society Rohtak (Regd), the duly elected management comprising of the office bearer, governing body of selected members and representatives for teaching and non-teaching faculty members.

Various resolutions pertaining to plans and policies of the college are passed by the Governing Body for smooth and efficient running of the Institution. The Jat Education Society stresses on Optimal use of existing resources and on generation of new resources with the assistance from various philanthropists and organizations. The managing committee appoints the teachers as per UGC, DGHE and MDU Rohtak rules. The Principal exercises effective leadership by formulating different plans and policies keeping in view the development of the college. The head 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, Govt. and any other organization which fulfils the vision and mission of the college. The faculty members work in unison with the college administration and management encourages them in undertaking and implementing various quality improvement plans and programs.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.mkjkcollege.org/img/files/folder/Organograme.pdf
Upload any additional information	No File Uploaded

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

Teaching Staff

1. Sabbatical leaves are granted for research work similar to Ph. D. programs as well as for attending conferences and seminars.
2. Provisions for advance against PF as well as loan facility.

3. Health check up camps for faculty.
4. Maternity leave and breaks are provided for lactating mothers and pregnant staff members as per Haryana Govt. Norms.
5. Celebration of traditional festivals like Teej/Diwali/Holi.
6. Special greetings to the staff on their birth days/wedding anniversary.
7. Organized meditation sessions to release stress.
8. T.A.D.A is given as per Haryana Govt .norms.
9. Sanction of CL and EL as per requirement and norms.

Non-Teaching Staff

1. Provision for advance against PF for marriage and children's education.
2. Sanction of CL and EL as per requirement.
3. Maternity leave
4. HRA and other allowances are provided as per Haryana Govt Norms.
5. Annual increments.
6. Financial help by teaching staff in case of emergency.
7. Organized meditation sessions aim to release stress along with health check-up camps.
8. Special greetings to the staff on their birthdays/wedding anniversary
9. Celebration of traditional festivals like Teej/Diwali/Holi.
10. Special greetings to the staff on their birth days/wedding anniversary.
12. T.A.D.A is given as per Haryana Govt .norms.

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

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

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

0

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

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

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

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

5

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

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

As per the norms of Higher Education, Govt. of Haryana, the Institution has a mechanism for Performance Appraisal System for teaching and non-teaching staff. All staff members have to submit the prescribed performa of ACR filled with their annual

performance to the Head of the Institution at the end of each academic session. The Principal varifies it, gives remarks, signs it and forwards to the President/Administrator of Jat Education Society. Performance of teachers is also assessed through students satisfactory survey at the end of each academic session and appropriate instructions are given to the staff members by the Principal. After analysis and evaluation of the report by the Principal and Management, it is communicated to respective department for improving shortcomings.

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

6.4 - Financial Management and Resource Mobilization

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

The College has mechanism for internal and external audits regularly and all the accounts of the college are properly audited. Following are the types of audit:-

- General audit of all accounts by the C.A., engaged by the institution. Amalgamated fund is audited by M.D. University, Rohtak on annual basis.
- Salary account is audited by General Audit Dept. and DGHE Haryana. Purchase Committees comprising of at least three members are constituted for all purchases.
- Quotations/market survey is mandatory for all purchases.
- All the payments upto Rs. 10000/- are made after duly sanctioned by the Principal and more than Rs 10000/-by the President. All the bills are properly checked by the accountant and bursar and then passed by the Principal before payments are made.
- To maintain a prism of clarity, the college ensures that the audit for the maintenance Grant (Grant-in-aid) in lieu of Salary of the Staff and Post matric scholarship to the students received from the state Govt. is conducted regularly by the DGHE Office of Haryana. To ensure accountability, the college office prepares balance sheets, clearly indicating the amount spent under different heads.
- Utilization certificate of various funds received from funding agencies are prepared by Chartered Accountant engaged by the college.

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

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

151000

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The Institution is the combination of Grants-in aid and SFS mode. It is recognised under 12B and 2F of UGC act. The main sources of funds, apart from the Government are various Non- Government organizations, the College Management, philanthropists, and college staff. At the beginning of the session, over all financial resources of the college are analyzed by the Principal, IQAC of the College, Bursar, senior staff members and head clerk cum accountant . In the IQAC meetings, Projects and various plans and tentative estimates on their execution are discussed and utilized accordingly. Utilization of various funds is checked by the Bursar and directly monitored by the Principal. Various committees (comprising of at least 3 members) are also constituted for purchase. Quotations/Market surveys are mandatory for all purchases. Various payments are made by institution on digital mode. The Institute maintains the record of grants received from various funding agencies on PFMS. The Institution conducts internal and external audits regularly and all the accounts of the college are audited. Utilization certificate of various funds received from funding agencies are prepared by

Chartered Accountant engaged by the college. The Principal and the Superintendent ensure that all kinds of payments are made in time. All precautions are being taken for optimal utilization of resources.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC of the Institute is vibrant and is constituted as per norms of NAAC. It has representatives from most of the departments and has an amalgam of senior and junior teachers, students' representative and stake holders from the society. IQAC monitors the functioning of academic and student support committees and collects departmental reports. Acting as a nodal agency of the Institution for coordinating quality-related activities, the IQAC of the institution aims to attain excellence in education.. During 2023-24 session the IQAC of the Institute has suggested and implemented successfully the following quality enhancement activities:

- 1. Proposal of New courses, M.A. History and UG/PG programmes in computer science/IT were sent to DGHE.**
- 2. Proposal to organize Seminars/Workshop were sent to DGHE and One National Seminar was organized.**
- 3. Scheme of Green Volunteers was launched in the college.**
- 4. Organized training and workshops for enhancement of employability skills in Collaboration with MDU and Naandi Foundation (Mahindra Pride Classes).**
- 5. Series of extension lectures regarding career opportunities in various fields were organized.**
- 6. Organized many programmes/activities/visit to inculcate the moral values/ethics, gender sensitization, social evils, environment consciousness, National Integration etc. in the**

students.and the rural folk.

7. Coordinated to utilize RUSA Grant wisely such as Solar panel for energy saving, smart classrooms for techno-savvy education and furniture for classrooms and Seminar hall.

8. Extension lecture on 'Academic Orientation of Copyright' to encourage the faculty to write more Research papers.

9. Organized Yoga Camps and Meditation sessions for spiritual well being of students and faculty.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The Institution reviews its teaching learning process, structure and methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms. To improve the academic ambience the college identifies the skills, aptitude and physical capacity of the staff members (teaching and Non teaching). Proper implementation of program outcomes, course outcomes and learning outcomes. Various teaching aids are used to make curriculum delivery more effective and systematic like lesson plans, assignments, group discussion for participative learning, class tests etc. Pictorial duties are assigned to all staff members to monitor proper teaching and discipline. Special emphasis is placed on plugging loopholes, toning up the skills and helping students to build sound exam temperament which together drive them to excel in various exams. The students are given practical experiences by offering them a number of projects in their concerned subjects.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

As the gender issues are directly related to family, society and the nation. Gender inequality is a stark social reality. Being a women's college, our main focus of the institution is the holistic development of students' personalities i.e. development of their critical, creative, intuitive and emotive faculties and specifically for tackling gender biased issues. The college has following cells to monitor and sensitize students, faculty and community regarding gender equality:

WomenCell, Gender Champion Cell, Legal Literacy Cell, Beti Bachao

Beti Padhao Cell, Prevention of Sexual Harassment Cell, Guidance and Counselling Cell, YRC, NSS, NCC.

The college has organized the following activities during the session on women centric issues:

- Pink Movie shown (Women related social and legal issues)
- Extension Lecture on Emerging Techniques on Women's Safety: Various Govt. Policies and Measures.
- Poetry Competition on Women's Vote: Power in Your Hand.
- Poetic Recitation Competition on Gender Issues.
- Participation in Inter College Slogan Writing Competition on Prohibition of Dowry.
- District Level Essay Writing Competition on Prohibition of Dowry.
- Extension Lecture on Violence Against Women and Rights of Women.
- Extension Lecture on Health & Hygiene for Girls.
- Visit to Sarthak (SHG), in Noona Majra Village (Women enterprenuership).
- Survey on 'Impact of Social Media on Girl student' was conducted.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	All required facilities for all girl students like Common Rooms, Safety and Security through surveillance cameras.

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

C. Any 2 of the above

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

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

The College doesnot generateany hazardous waste. However unserviceable items such as equipments from labs, hostels, canteen are auctioned from time to time. For e-waste management, the Institution follows Govt. and concerned agencies' policies to manage any e-waste. The Institue has engaged waste picker to collect daily waste from the College campus and hostel.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- 1.Restricted entry of automobiles
- 2.Use of Bicycles/ Battery powered vehicles
- 3.Pedestrian Friendly pathways
- 4.Ban on use of Plastic
- 5.landscaping with trees and plants

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	E. None of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	B. Any 3 of the above
---	------------------------------

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

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

On the socio economic front, the college has inclusive environment of tolerance and harmony towards cultural, regional, linguistic, communal socio economic and other diversities. The college has students and staff from all strata of society irrespective of caste, creed and religion. The college upholds the spirit of the Constitution of India, focusing on equity in admission process, which reflects the commitment to diversity and inclusion. We have various cells to organize various programs to create inclusive environment like SC BC Welfare Cell, Women Cell, Legal literacy Cell, and Grievance and Redressal Cell etc. Resource persons from diverse strata have been invited to address in Webinars, Seminars, Conferences. Emphasizing the institutional efforts at inclusion, the College celebrates festivals of all religions like Diwali, Eid, Christmas, Lohri etc.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

In the beginning of the session, the induction program is conducted to orient students about the constitution and obligation: values, rights, duties and responsibilities of

citizens. The college has various cells which organize many programs throughout the year to sensitize the students and staff regarding constitutional obligations. The Institute has organized many programs to sensitize and to inculcate awareness in the community regarding their rights and responsibilities. The following programs were organized:

- Independence day Celebration, Republic Day Celebration
- Extension Lecture on 'Road Safety for Cyclists and Motorcyclists: Tips and Best Practices
- Lecture on effect of Global Warming.
- Health Checkup Camp in adopted Village 'Khedi Sadh" and in College Campus.
- Blood Donation Camp in collaboration with PGIMS Rohtak. Awareness Rally on Communal Harmony.
- Various Programs and Extension Lectures on Environment consciousness, water conservation, Swachh Bharat,
- Oath-taking ceremony on National Unity Day.
- Extension Lecture on 'Drug Free India'
- Extension Lecture on Social Harmony
- Documentary Film Shown on 'Anti Child Labour'
- Extension Lecture on 'Importance of Social and Moral Values'
- Poster making, Slogan Writing and essaywriting Competition on Crop Residue Management.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organizes professional ethics programmes for students, teachers, administrators

B. Any 3 of the above

and other staff **4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

The College has action plan to celebrate/organize National and International Commemorative days/events and festivals during the year which clearly reflects in Institutional Academic and Co-Curricular Calendar. The following programs are organized on those specific days:

Republic Day, Independence Day

International Women's Day Celebration

Environment Day

National Education Day

National Librarians Day

World Blood Donation Day

World Food Safety Day

AIDS Day

No Tobacco Day

National Science Day

Hindi Diwas

Teej/Holi/Diwali Festival

NSS/NCC Day

Voter's Rights Day

Consumer Awareness Day.

International Copyright Day And many more.

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

7.2 - Best Practices

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

Following two best practices were implemented during the year:

1. Title: Health & Hygiene

2. Title: Career Guidance

Details are given below in the file uploaded.

Link in the Institutional website:

<https://www.mkjkcollege.org/img/files/folder/Best%20Practice%202023-24.pdf>

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

within 200 words

7.3 Distinctive Feature

Since its establishment the college has been scaling new heights specially in the field of sports. Many national and international achievements of the college are testament to this specific feature. The renowned sports persons of the college are Mamta Kharb (Hockey), Suman Kundu (Hind Kesari awardee, 14 times), Sakshi Malik (Wrestler) in Rio Olympic and many more.

Our students Ritu Yadav and Geeta Yadav (First Indian team of sisters to win silver medals in Taekwondo International Championship in Sweden on 3-09-2022. Their names are recorded in India book of records .In 2023-24, 5 students, participated in International Tournaments, of them 3 won positions (1 Gold, 1 Silver and 1 Bronze). In 2023-24, 300 students participated at various levels in 73 events and won 287 medals won in various tournaments. (Details uploaded in files) The college has been the champion of university all round trophy of M.D. University (affiliating university) for the last 22 years.

Students also got cash prizes of Rs. 71500/- in various tournaments.

The college also provides all the possible help to outstanding sports persons. In the session 2023-24 following financial aid was given to sports person:

1. Fee concession of Rs. 257682/- for 54 National sports persons.
2. Free admission in hostel worth Rs. 136000/- for 8 students.
3. Cash prize, free coaching, refreshment, sports kit, books and TA/DA for students & staff.

1. Rescheduling their University exams that clash with tournaments.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Plan of Action for 2024-2025

1. Focus on infrastructural development and academic ambience in consonance with New Education Policy framework for both UG & PG classes.
2. Technical up-gradation of the college:-
 - More Smart classrooms
 - Up gradation of computer labs and other labs
 - Digital Notice Board
1. IT Up-gradation and furnishing of clerical office.
2. Up-gradation of Seminar Hall with new furniture,
3. Rain Water Harvesting measures.
4. Maximum Plantation of trees.
5. Bio-waste pit for making manure for plants.
6. Proposals to be sent to DGHE for introducing 2 new courses – M.A Psychology and M.A Sociology and one UG course – Bachelor in Computer Application.
7. Proposal to be sent to DGHE for organization of Multidisciplinary National Seminar on Viksit Bharat @2047.
8. Proposal to be sent to DGHE for organization of International Conference by Dept of English in collaboration with Shakespearean Association.
9. Preparing New Basketball court, Athletic track and other playgrounds.
10. Installation of New Digital Cameras, both in the college as well as hostel.
11. MOUs with many agencies.
12. Skill Development Training/ Workshop in Information & Technology both for teaching & non-teaching faculty.
13. To organize more programs/extension activities by various cells.