



YEARLY STATUS REPORT - 2021-2022

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 Lohachab
• Designation	Principal (Officiating)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01262274660
• Mobile No:	8950815595
• Registered e-mail	mkjkmrtk@gmail.com
• Alternate e-mail	mkjkcollege@rediffmail.com
• Address	Delhi Road
• City/Town	Rohtak
• State/UT	Haryana
• Pin Code	124001
2.Institutional status	
• Type of Institution	Women
• Location	Urban
• Financial Status	Grants-in aid

• Name of the Affiliating University	Maharishi Dayanand University, Rohtak																		
• Name of the IQAC Coordinator	Dr. Susheela Dhankahar																		
• Phone No.	01262266121																		
• Alternate phone No.	9812301921																		
• Mobile	9812301921																		
• IQAC e-mail address	mkjkmrtk@gmail.com																		
• Alternate e-mail address	mkjkcollege@rediffmail.com																		
3. Website address (Web link of the AQAR (Previous Academic Year))	https://www.mkjkcollege.org/img/files/folder/aqar%202020-21.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%202021-22.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>70.25</td> <td>2003</td> <td>21/03/2003</td> <td>20/03/2008</td> </tr> <tr> <td>Cycle 2</td> <td>A</td> <td>3.02</td> <td>2016</td> <td>05/10/2016</td> <td>05/10/2021</td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	B	70.25	2003	21/03/2003	20/03/2008	Cycle 2	A	3.02	2016	05/10/2016	05/10/2021
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to														
Cycle 1	B	70.25	2003	21/03/2003	20/03/2008														
Cycle 2	A	3.02	2016	05/10/2016	05/10/2021														
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
Govt. of Haryana	Salary	DGHE, PUNCHKULA	2021-22, 12 months	47497106
Govt. of Haryana	Pension	DGHE, PUNCHKULA	2021-22, 12 months	52574701
Govt. of Haryana	Judo Championship	DGHE, PUNCHKULA	2021-22 one time	40000
Govt. of Haryana	SNE	DGHE, PUNCHKULA	2021-22 one time	40000
Govt. of India and Haryana Govt.	PMS	Govt. of India and Haryana Govt.	2021-22 one time	1059804
Govt. of Haryana	Freedom Fighters	Govt. of Haryana	2021-22 one time	14000

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	1
<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)	
Celebrated Azadi ka Amrit Mohatsav specifically highlighting the role of movement in Freedom Movement by organizing Exhibition on Life sketches and Portraits of Women Freedom Fighters.	
Organized training and workshops for enhancement of employability skills in Collaboration of MDU and Nanadi Foundation (Mehendra Pride Classes) and Recognition of prior learning by Haryana Skill Development Council.	
Organized many Field visit, conducted survey and projects given to students to sensitize rural folk regarding gender issues, health & hygiene and other social problems.	
Participation in various Programs and Activities organized by other Institutions, Universities, Sports Departments and other Organizations.	
Organized Health Checkup Camp and Yoga Camps and Meditation sessions for spiritual well being of students and faculty.	
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 Cocurricular activity Calander	Reviewed and approved by IQAC & Implemented successfully.
To Celebrate Azadi Ka Amrit Mohatsav specifically highlighting the Roll of Women in Freedom Movement.	Organized exhibition of Life sketches and Portraits of Women Freedom Fighters.
To contact Industrial sectors and Corporates for students internship and placement.	College Career guidance and placement cell contacted several corporates for the purpose. Five students have been selected by Tanishq (A tata Product) for internship & one student was offered Job. One student was selected for Job by Coral Infratel PVT. Ltd. Job
To organize trainings and workshops for skill enhancement of students in collaboration with other organizations.	Two workshops of six days each were organized on Enhancement of employability skills in collaboration with MDU Rohatak

	and Mehendra Pride Classes. Training Programs on Prior Learning Recognition by Haryana Skill Development.
To organize Intercollege Competitions by various departments.	Organized many Field Visits, Conducted Surveys and Given Projects to students to create awareness and to sensetize rural folk regarding women issues and other social probelms.
To organize Extension Lectures, Webinars and Workshop	Many Extension Lectures and Workshops were organized by various Departments and Cells.
Programms for Gender Sensetization and Social Outreach.	Organized many Field Visits, Conducted Surveys and Given Projects to students to create awareness and to sensetize rural folk regarding women issues and other social probelms.
To organize programs regarding Health and Hygine.	Many extension Lecture on this topic were porganized.To moniter students and staff for Covid-19 Protocols. Regular cleanliness and spray in the campus.First Aid Camps and Yoga Camps were also organized.
Spiritual welbeing of students and faculty	Many Yoga Camps, meditation sessions and program on preention of suicidal tendancy were organized.
Environment consiousnes.	Tree plantation, Extension Lectures and many competitions were organized on environmental issues.
13.Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	26/02/2022

15. Multidisciplinary / interdisciplinary

The Institute is adhere to follow the syllabus of MDU Rohtak. The university has adopted CBCS pattenen from 2017-18. The cllege has implemented CBCS pattern in many courses and multidisciplinary syllabus is taught like Moral Education, Natural and Manmade Disaster Management, Fundamentals of Marketing etc. etc. The Institution offers flexibility on exit and entry point in Add-on-Courses at Certificate and Diploma Level. 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.etc. which organise many programs and activities to finde out the solution and make aware community people about society's most pressing issues and Challenges.

16. Academic bank of credits (ABC):

The Institute is planning to aware the students and faculty by conducting extension lectures and workshops about ABC. The Institute is regular in touch with Affiliating University to execute the guidlines and implementation about ABC in view of NEP 2020. The college administration conducts meeting and encourage the faculty to apply pedagogical approach with in the approved framework . The faculty assign projects, field survey, and other assignments to the students to make education more participatory. Many of our faculty are members of board of studies to frame syllabi. The syllabi of some specific courses like B.Sc. Sport Science, Art & Craft and Apparel & Dress Designing has been designed by our faculties which was approved by affiliating University.

17. Skill development:

The Institute has mission to provide multidimensional education to enable the students to 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 Enhansment of

employability Skills in collaboration with Industries and Recognition of Prior Learning in collaboration with Haryana Skill Development Council. The Institute is running two Add-on-Courses in Art & Craft and Apparel & Dress Designing recognized by MDU Rohtak. The Institute organizes many Extension Lectures, Industrial and Corporate sector visits to make aware students about new job opportunities and entrepreneurship. The Institute has various Cell like, YRC, NCC, NSS, Women Cell, Legal Literacy Cells to provide value-based education to inculcate positivity among the learner 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 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 intergrate 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 organized 15 days Workshop on Haryanvi Folk Dance in collaboration with Haryana Kala Parishad, Department of Art and Culture. 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, Schloka Uchcharan, Sanskrit and Hindi one act play etc. The college Library has a vast literature in Indian languages like Vedas, Upanishads, Geeta, Ramayan and other Philosophical books, The following courses 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.

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 aware students 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 also given to students to achieve the goal of curriculum outcomes.

20.Distance education/online education:

The College has five smart classrooms for providing online teaching learning facilities. The College has 100 mpbs internet connections The College has got membership of Inflibnet and Delnet for e resources to facilitate online learning. Online classes are also taken whenever required. The Institute has made what's app group of all students related to each and every subjects. Teachers upload their lesson Plans, outcomes, assignments and other reading material via what's app groups.

Extended Profile

1.Programme

1.1	17
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1030
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	523
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	995
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	49
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	49
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	36
Total number of Classrooms and Seminar halls	
4.2	29959118
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	112
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The College has developed a structured and effective implementation

of the curriculum. The institution is affiliated to MDU Rohtak and strictly follows the syllabus regime 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. Keeping in the view the ongoing pandemic syllabus has been also covered through online classes. Whats app groups for all classes have been formed by all faculty members and all Information regarding online classes has been uploaded on MIS Portal regularly. 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	Nil

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 every 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	Nil

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.

A. All of the above

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

5

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

34

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

00

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

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 affiliatewd 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 & Redressl Cell. Along with these following subjects also integrates crosscutting issues: 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	No File Uploaded

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

3

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

115

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	No File Uploaded
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)	No File Uploaded

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
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

1310

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**

213

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

2.2 - Catering to Student Diversity

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

Slow learners and advanced learners are identified on the bases of Qualifying exams, Class tests, and assignments, responses in classrooms, debates and discussions. Then identified the problems of slow learners and the needs of advanced learners. 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 class are organized.
- The faculty and other staff are always willing to offer every possible help to such students.

Advance learners

- In the beginning of the session advance 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 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
2623	49

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 learning experiences through following methods:

- Various programs are organized like extension lectures, competitions, group discussions, debates, quiz competitions, declamations and interactive sessions to make their role participative in learning process.
- Students experience theoretical knowledge and practical learning through experimental classes.
- Through various pedagogical strategies enabling the students to come out of their cocooned existence entangled in the

patriarchal notions and making them fit for better human being.

- Through various activities and personality development programs an effort is made to sensitize students regarding ecological, environmental and social issues.
- Projects and survey are assigned to students for their practical learning experience.
- Field visits and educational tours are organized regularly.
- Students are encouraged to participate in various State, National and International competitions.
- Special lectures/Programs are organized on spiritual and well being of students like Yoga Camps, Meditation Sessions and Lectures on Moral and Ethical Values.
- Through various audio-visual and graphic presentations students are made aware of current developmental issues of the society.

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

The College has been making regular efforts to strengthen and update the ICT in the various processes. It has been making consistent efforts to improve upon IT infrastructure and facilities as per the requirements. The College Campus has Wi-fi connection with 100mpbs. Since computer education is a prerequisite for modern education, we have separate computer labs for arts, commerce and science faculties. Apart from this we have five smart rooms, one high-tech conference hall and audio system. All teachers use ICT tools in their teaching. During the session considering Covid-19 situation, the staff and students were facilitated with open access e-resources like e pg pathshala, digital national library, N-List and DELNET platforms. All teachers have formed whats app groups for online teaching and sent other information of their interest.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.mkjkcollege.org/default.aspx?articleID=155&articleName=Infrastruct&menuID=347&parentID=327

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

49

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

49

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

22

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

591

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 for 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 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 altitude of faculty towards students is 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 has prepared program outcomes for all UG and PG Courses and structured mechanism has followed for implementation. The following measures are applied to communicate POs, COs to students and teachers:

- Detailed discussion by the Principal with All HODs about Cos, Pos and LOs in the beginning of the session.
- All Pos, and Cos are Displayed on College website.
- Detailed Pos, Cos and Los are elaborately discussed in the

Classrooms by respective teachers in introductory classes in the beginning of the session.

- Displayed and disseminated in the College Library.
- Organized Extension Lecture to enrich the students about their respective Cos, Pos and Loc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://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 to proper implementation of POs and Cos. All the teachers prepare their lesson plan of all subjects which are displayed and announce to the students through notice boards and college website. Students are given practical experience by offering them a number of projects in their concerned 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 meetings with the teachers regularly to assess timely completion of the syllabi, assignments and assessments, performance of the students.

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

804

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/default.aspx?articlaID=2189&menuID=128>

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)

40000

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	https://www.highereduhry.ac.in/Notices/1149.pdf

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

3

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

5

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

5

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

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 Institution is holistic development of personality of students i.e. development of their critical, creative, intuitive and emotive faculties so that they may become self dependent and enable them to analyze various aspect of life in an objective and scientific way, creating new paradigms of success based on humanism. The faculty members try to inculcate the leadership and governance values in the students through various academic and co-curricular activities. The convener and Incharges 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 community, Rallies, Blood Donation & Health check up Camps and

Environmental consciousness with full autonomy and independently. Many projects, field visits and surveys are conducted about social issues, problems and demographic background in the neighborhood community to aware and sensitize students and rural folk about stated issues.

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

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

30

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

90

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

8588

File Description	Documents
Report of the event	View File
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

1

File Description	Documents
e-copies of linkage related Document	View File
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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

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 art, 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 five smart classrooms etc. The College has 100 computers 20 printers, and 3 photocopier. Considering COVID-19 situation touch free hand sanitizer with foot press stand are installed in required areas. The library of the college is fully automated with Soul 2.0 Software with good collection of print and e material. The College 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 number of Play grounds for various sports. The College has 3 hostels to accommodate 600 students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.mkjkcollege.org/default.aspx?articleID=155&articleName=Infrastruct&menuID=347&parentID=327

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), 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 at 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 Shakshi our B.P.Ed student won Bronz Medal in Rio Olympic in 2016 in wrestling, Pratima Dagar won Bronz Medal in Roller Skates in Aian Championship in 2015, Mamta Kharb honored with Arjun Award and many more achievements are credited to the College. 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 Yoga Camps are also organized by the College to wellness and spiritual wellbeing of the staff, students and community. The College has adequate Sports, Yoga and Cultural facilities.

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

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

6

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

6

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)

10653824

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 place 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 17874 print books on various subjects, 52 journal/periodicals, 13 daily newspapers, Membership of Shodh Ganga (N-LIST) and DELNET. It facilitates students and staff with Internet, photocopying, printing, downloading facilities. It has a spacious reading room having seating capacity of 100 readers. It has separate periodical section. There are five computers for students and staff with wi-fi high speed connection. As in the session 2021-22 the College was closed due to Covid-19 by Govt., in this situation the library

framed what's app group and the links of Open resources and other e resources was sent to the staff and students. At the beginning Library orientation program 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, display of new arrivals, special files relating to current issues and problems like women centric issues, social and environmental issues etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://www.mkjkcollege.org/default.aspx?articlaID=119&articleName=Library&menuID=329

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)

121808

File Description	Documents
Any additional information	View File
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

70

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 whats app group. All teachers have formed Whats app 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 five 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	No File Uploaded
Student – computer ratio	View File

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

File Description	Documents
Upload any additional Information	No File Uploaded
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)

10653824

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 for maintenance of building as technical expert 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 equipments 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 done by ground man and on daily wages when required. The College has three 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

102

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

466

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

466

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

B. Any 3 of the above

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

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

6

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

0

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

0

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.

69

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 Society, 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' published every year, the students section of this magazine is edited by the student's 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

107

File Description	Documents
Report of the event	View File
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 association but not registered. 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 alumni Ms. Pravesh and Ms. Poonam are playing a vital role in welfare of society.

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

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 Society , Hostel Committee, Women Cell, Magazine Committee, Legal Literacy Cell, Election awareness Cell, Guidance Counseling 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 periodical meetings with the principal, the 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 practices 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 and powers, 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 Principals 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 for improving the effectiveness and efficiency of Institutional process by giving them full freedom in decision making within Jurisdictions. 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 through whats app 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 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. The details of some activities has been uploaded in below template.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.mkjkcollege.org/default.aspx?articlaID=179&articleName=academic-calendar&menuID=373&parentID=303
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 used to govern by the duly elected management comprising of the office bearer, governing body of selected members and representative four teaching and non-teaching faculty members. Now the Commissioner Rohtak Range has taken the charge of Administrator of Jat Education Society Rohtak (Regd). 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 generation of new resources with the assistance from various philanthropists and various organizations. The managing committee appoints the teachers according to UGC, DGHE and MDU Rohtak rules. The Principal exercises effective leadership by formulating different plans and policies keeping in view the potential 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 links the College's vision and mission. The faculty members keenly work in tune with college administration and management and actively participate in undertaking and implementing various quality improvement programs and improvement in plans and programs.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
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

B. Any 3 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. Permission for work from home for vulnerable staff during Pandemic Covid-19.

2. Sabbaticals for research work like Ph. D, for attending conferences and seminars.

1. Provisions for advance against PF as well as loan facility.

4. Health checkup camps for faculty.

5. Maternity leaves and breaks for lactating mothers and pregnant staff members as per Haryana Govt. Norms.

6. Reimbursement of participation fee for attending conferences/seminars etc.

7. Celebration of traditional festivals like Teej/Diwali/Holi.

8. Special greetings to the staff on their birth days/wedding anniversary.

9. Organized meditation sessions to release stress.

10.T.A.D.A is given as per Haryana Govt. norms.

11. Sanction of CL and EL as per requirement.

Non-Teaching Staff

Permission for work from home for vulnerable staff during Pandemic Covid-19.

- Provision for advance against PF for marriage and children's education.
 - Sanction of CL and EL as per requirement.
- Maternity leave
- HRA and other allowances as per Haryana Govt.
- Annual increments.
- Financial help by teaching staff in case of emergency.
- Organized meditation sessions to release stress
 - Health checkup camps.
 - Special greetings to the staff on their birthdays/wedding anniversary

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

NIL

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

NIL

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

2

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 every academic session. The Principal get cross checked it, give remarks signs it and forwarded to the President/Administrator of Jat Education Society. Performance of teachers is also assessed through students satisfactory Survey at the end of every academic session and appropriate instructions are given to 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 short comings.

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 greater than Rs 10000/-by the Administrator. 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 metric 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)

Nil

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

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

The main sources of funds, apart from the Government are various Non-Government organizations, the College Management, philanthropists,

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 discuss the budget, estimates and utilize it as per requirement and accordingly various plans and procedures are framed. Tentative cost of the incurring expenditure is also taken into consideration. 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 electronically. 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 make sure that all kinds of payments are made in time.

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

The IQAC of the institution is to bring excellence in education. The experience and expertise of IQAC members provide us valuable guidance and suggestions for holistic development. The following practices are suggested and implemented successfully:

1. Celebrated Azadi ka Amrit Mohatsav specifically highlighting the role of movement in Freedom Movement by organizing Exhibition on Life sketeches and Portraits of Women Freedom Fighters.
2. Organized training and workshops for enhancement of employability skills in Collaboration of MDU and Nanadi Foundation (Mehendra Pride Classes) and Recognition of prior learning by Haryana Skill Development Council.

3. Organized many Field visit, conducted survey and projects given to students to sensitize rural folk regarding gender issues, health & hygiene and other social problems.

4. Participation in various Programs and Activities organized by other Institutions, Universities, Sports Departments and other Organizations.

5. 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 academic ambience the college identifies the skills aptitude, 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 laid on plugging the loop holes, 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)

C. Any 2 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 concerned to family, society and then nation. Gender inequality is a universal fact which reflects in every sphere of social life. Being a women college our main focus of our Institution is holistic development of personality of students i.e. development of their critical, creative, intuitive and emotive faculties and specifically for gender issues. The college has following cells to monitor and sensitize students, faculty and community regarding gender equality:

- Women Cell
- Gender Champion Cell
- Legal Literacy Cell
- Beti BAchao Beti Padhao Cell
- Anti Sexual Harassment Cell
- Guidance and Counseling Cell
- YRC
- NSS
- NCC

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

- Organized exhibition on Life sketches and Portraits of Brave women who contributed in Freedom Movement to Acknowledge Role of unsung women freedom fighters and to motivate the Youth about Rashtr Prem and report of the same were also shared with media.
- Organized Natak Manch on 'Shikshahit Bano Sangharsh Karo' in Collaboration with Jatan Natak Manch.
- Extension Lecture on Role of Dr. B.R. Ambedkar in Women Empowerment in India.
- Many Extension lectures on Beti Bachao Beti Padhao in Krontha Village to sensitize rural folk about gender inequality.
- Inter college online essay writing competition on Malnutrition in India: causes and control.
- Extension Lecture on Save the Girl Child on the occasion of Girl Child Day.
- Article writing Program on the topic, "My Life from Birth Till Today." on the occasion of International Women Day.

File Description	Documents
Annual gender sensitization action plan	The college has well action plan for Gender Sensitization which includes in annual Academic and Co-Curricular Activities. https://www.mkjkcollege.org/img/files/folder/0Academic%20Calendar%202020-21.JPG
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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
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 dose not generates any hazardous waste. However unserviceable and condemn items/equipments of labs, hostel, canteen etc. are auctioned from time to time. For e-waste management the Institution manage e-waste if any by following Govt. and concerned agency's policies.

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

D. Any 1 of the above

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

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

A. Any 4 or all 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 Cell, Women Cell, Legal literacy Cell, and grievance and redressal Cell etc. The College has also Ek Bharat Shresht Bharat Cell to know and promote interstate culture. Our pairing state is Telangna. Resource person from diverse strata have also addressed in Webinars, Seminars, Conferences emphasizing the Institutional efforts at inclusion. The College celebrates festivals of all relegions like Diwali, Eid, Christmas, Lohadi 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 organizes many programs throughout the year to sensitize the students and staff regarding constitutional obligations. The Institute has organized many programs to sensitize and aware community people regarding their rights and responsibilities. The following programs were organized:

- Independence day Celebration
- Republic Day Celebration
- Celebration of Azadi ka Amrit Mohatsv throughout the year by organizing Extension Lectures, Exhibition Life Sketches and Portraits of Women freedom Fighters,
- Extension Lecture on Evaluation of Human rights i: an overview.
- Essay writing competition on United Nations and its working

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 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

7.1.11

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:

- International Women day Celebration
- Environment Day
- National Education Day
- World Blood Donation Day
- World Food safty Day
- Aids Day
- No Tobacco Day
- National Science Day
- Hindi Diwal
- Teej / Holi/Diwali Festival
- World Cancer Day
- Suicide Prevention Day
- NSS/NCC Day
- Voter rights day
- Consumer Awareness Day.
- And many more.

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

7. Best Practices: for 2021-22.

1. Title: Regular conduction of student centric activities

Objectives of the Practice:

- To foster critical and analytical thinking among students.
- Holistic development of the students.
- To inculcate the values of social responsibility and belongingness.
- To develop inclusive environment.
- To develop Leadership qualities
- To bridge the gap between theoretical and Practical knowledge.
- To develop skills to face challenges for their livelihood and employable orientation.

Best Practice: 2

- **Title: Exhibition on Life Sketches & Portraits of Women Freedom Fighters**
- **Objectives of the Practice:**
 - An attempt to recall and remember forgotten Women of our Freedom Struggle.
 - To recreate and bring forth stories which lay as faded memories of the past.
 - To inspire and encourage the Youth about the relevance and gravity of freedom and Independence.
 - To pay tribute and respect to the bravery of unsung women freedom Fighters.
 - To facilitate the youth and scholars to shoulder the accountability for fulfilling the countries efforts in recording the history of freedom fighters.
 - To celebrate Azadi ka Amrit Mohatswa in a unique manner.
- Details of Best practices are given in the below file due to words limit.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

Mission of the college is to make a profound difference in the lives of women by empowering them to attain their full potential and holistic development. Our institution provides multidimensional education to students. Since its establishment the college has been

scaling new heights in the field of sports. Excellence in sports has been its distinctive feature. 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 awardi,14 times), Sakshi Malik (Wrestler) Wrestler Sakshi Malik and many more.

During this session 2021-22, 78 students participated in various sports competitions at International and National Level. This year 8 students from our college participated at international tournaments and 2 students held positions (1 Gold and 1 Silver Medal), 46 medals at national/ inter university tournaments.. The college has been winning the all round trophy of M.D. University (affiliating university) for the last 21 years. The college also provides all the possible help and support to encourage and motivate students to empower them to attain their full potential in following ways.

- . Fee concession in college & hostel admission of Rs.586170.
- . Cash prize, free coaching, refreshment, sports kit, books and TA/DA for students & staff.
- . Assist the students in 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 regime 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. Keeping in the view the ongoing pandemic syllabus has been also covered through online classes. Whats app groups for all classes have been formed by all faculty members and all Information regarding online classes has been uploaded on MIS Portal regularly. 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	Nil

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 every 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	Nil

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**

5

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

34

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

00

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

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 following subjects also integrates crosscutting issues: 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	No File Uploaded

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

3

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

115

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	No File Uploaded
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)	No File Uploaded

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
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

1310

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

213

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

2.2 - Catering to Student Diversity

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

Slow learners and advanced learners are identified on the bases of Qualifying exams, Class tests, and assignments, responses in classrooms, debates and discussions. Then identified the problems of slow learners and the needs of advanced learners. 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 class are organized.
- The faculty and other staff are always willing to offer every possible help to such students.

Advance learners

- In the beginning of the session advance 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 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
2623	49

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 learning experiences through following methods:

- Various programs are organized like extension lectures, competitions, group discussions, debates, quiz competitions, declamations and interactive sessions to make their role participative in learning process.
- Students experience theoretical knowledge and practical learning through experimental classes.
- Through various pedagogical strategies enabling the students to come out of their cocooned existence entangled in the patriarchal notions and making them fit for better human being.
- Through various activities and personality development programs an effort is made to sensitize students regarding ecological, environmental and social issues.
- Projects and survey are assigned to students for their practical learning experience.
- Field visits and educational tours are organized regularly.
- Students are encouraged to participate in various State, National and International competitions.
- Special lectures/Programs are organized on spiritual and well being of students like Yoga Camps, Meditation Sessions and Lectures on Moral and Ethical Values.
- Through various audio-visual and graphic presentations

students are made aware of current developmental issues of the society.

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

The College has been making regular efforts to strengthen and update the ICT in the various processes. It has been making consistent efforts to improve upon IT infrastructure and facilities as per the requirements. The College Campus has Wi-fi connection with 100mpbs. Since computer education is a prerequisite for modern education, we have separate computer labs for arts, commerce and science faculties. Apart from this we have five smart rooms, one high-tech conference hall and audio system. All teachers use ICT tools in their teaching. During the session considering Covid-19 situation, the staff and students were facilitated with open access e-resources like e pg pathshala, digital national library, N-List and DELNET platforms. All teachers have formed whats app groups for online teaching and sent other information of their interest.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.mkjkcollege.org/default.aspx?articlaID=155&articleName=Infrastruct&menuID=347&parentID=327

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

49

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

49

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

22

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

591	
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 for 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 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 programmers 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 altitude of faculty towards students is 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 has prepared program outcomes for all UG and PG Courses and structured mechanism has followed for implementation. The following measures are applied to communicate POs, COs to students and teachers:

- Detailed discussion by the Principal with All HODs about Cos, Pos and LOs in the beginning of the session.
- All Pos, and Cos are Displayed on College website.
- Detailed Pos, Cos and Los are elaborately discussed in the Classrooms by respective teachers in introductory classes in the beginning of the session.
- Displayed and disseminated in the College Library.
- Organized Extension Lecture to enrich the students about their respective Cos, Pos and Loc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://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 to proper implementation of POs and Cos. All the teachers prepare their lesson plan of all subjects which are displayed and announce to the students through notice boards and college website. Students are given practical experience by offering them a number of projects in their concerned 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 meetings with the teachers regularly to assess timely completion of the syllabi, assignments and assessments, performance of the students.

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

804

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/default.aspx?articlaID=2189&menuID=128>

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)

40000

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	https://www.highereduhry.ac.in/Notices/1149.pdf

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**

3

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**

5

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

5

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

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 Institution is holistic development of personality of students i.e. development of their critical, creative, intuitive and emotive faculties so that they may become self dependent and enable them to analyze various aspect of life in an objective and scientific way, creating new paradigms of success based on humanism. The faculty members try to inculcate the leadership and governance values in the students through various academic and co-curricular activities. The convener and Incharges 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 community, Rallies, Blood Donation & Health check up Camps and Environmental consciousness with full autonomy and independently. Many projects, field visits and surveys are conducted about social issues, problems and demographic background in the neighborhood community to aware and sensitize students and rural folk about stated issues.

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

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

30

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

90

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**

8588

File Description	Documents
Report of the event	View File
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**

1

File Description	Documents
e-copies of linkage related Document	View File
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**

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

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 art, 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 five smart classrooms etc. The College has 100 computers 20 printers, and 3 photocopier. Considering COVID-19 situation touch free hand sanitizer with foot press stand are installed in required areas. The library of the college is fully automated with Soul 2.0 Software with good collection of print and e material. The College 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 number of Play grounds for various sports. The College has 3 hostels to accommodate 600 students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.mkjkcollege.org/default.aspx?articleID=155&articleName=Infrastruct&menuID=347&parentID=327

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), 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 at 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 Shakshi our B.P.Ed student won Bronz Medal in Rio Olympic in 2016 in wrestling, Pratima Dagar won Bronz Medal in Roller Skates in Aian Championship in 2015, Mamta Kharb honored with Arjun Award and many more achievements are credited to the College. 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 Yoga Camps are also organized by the College to wellness and spiritual wellbeing of the staff, students and community. The College has adequate Sports, Yoga and Cultural facilities.

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

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

6

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

6

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)

10653824

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 place 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 17874 print books on various subjects, 52 journal/periodicals, 13 daily newspapers, Membership of Shodh Ganga (N-LIST) and DELNET. It facilitates students and staff with Internet, photocopying, printing, downloading facilities. It has a spacious reading room having seating capacity of 100 readers. It has separate periodical section. There are five computers for students and staff with wi-fi high speed connection. As in the session 2021-22 the College was closed due to Covide-19 by Govt., in this situation the library framed what's app group and the

links of Open resources and other e resources was sent to the staff and students. At the beginning Library orientation program 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, display of new arrivals, special files relating to current issues and problems like women centric issues, social and environmental issues etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://www.mkjkcollege.org/default.aspx?articlaID=119&articleName=Library&menuID=329

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)

121808

File Description	Documents
Any additional information	View File
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

70

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 whats app group. All teachers have formed Whats app 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 five 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	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
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)**

10653824

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 for maintenance of building as technical expert 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 equipments 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 done by ground man and on daily wages when required. The College has three 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

102

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

466

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

466

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

B. Any 3 of the above

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

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**

6

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**

0

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**

0

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.**

69

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 Society, 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' published every year, the students section of this magazine is edited by the student's 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

107

File Description	Documents
Report of the event	View File
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 association but not registered. 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 alumni Ms. Pravesh and Ms. Poonam are playing a vital role in welfare of society.

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

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 Society , Hostel Committee, Women Cell, Magazine Committee, Legal Literacy Cell, Election awareness Cell, Guidance Counseling 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 periodical meetings with the principal, the 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 practices 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 and powers, 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 Principals 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 for improving the effectiveness and efficiency of Institutional process by giving them full freedom in decision making within Jurisdictions. 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 through whats app 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 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. The details of some activities has been uploaded in below template.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.mkjkcollege.org/default.aspx?articlaID=179&articleName=academic-calendar&menuID=373&parentID=303
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 used to govern by the duly elected management comprising of the office bearer, governing body of selected members and representative four teaching ad non-teaching faculty members. Now the Commissioner Rohtak Range has taken the charge of Administrator of Jat Education Society Rohtak (Regd). Various resolution 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 generation new resources with the assistance from various philanthropists and various organizations. The managing committee appoints the teachers according as per UGC, DGHE and MDU Rohtak rules. The Principal exercises effective leadership by formulating different plans and policies keeping in view the potential 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 links the College's vision and mission. The faculty members keenly work in tune with college administration and management and actively participate in undertaking and implementing various quality improvement quality and improvement in plans and program.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
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

B. Any 3 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. Permission for work from home for vulnerable staff during Pandemic Covid-19.

2. Sabbaticals for research work like Ph. D, for attending conferences and seminars.

1. Provisions for advance against PF as well as loan facility.

4. Health checkup camps for faculty.

5. Maternity leaves and breaks for lactating mothers and pregnant staff members as per Haryana Govt. Norms.

6. Reimbursement of participation fee for attending

conferences/seminars etc.

7. Celebration of traditional festivals like Teej/Diwali/Holi.

8. Special greetings to the staff on their birth days/wedding anniversary.

9. Organized meditation sessions to release stress.

10.T.A.D.A is given as per Haryana Govt. norms.

11. Sanction of CL and EL as per requirement.

Non-Teaching Staff

Permission for work from home for vulnerable staff during Pandemic Covid-19.

- Provision for advance against PF for marriage and children's education.

- Sanction of CL and EL as per requirement.

- Maternity leave

- HRA and other allowances as per Haryana Govt.

- Annual increments.

- Financial help by teaching staff in case of emergency.

- Organized meditation sessions to release stress

- Health checkup camps.

- Special greetings to the staff on their birthdays/wedding anniversary

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

NIL

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

NIL

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

2

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 every academic session. The Principal get cross checked it, give remarks signs it and forwarded to the President/Administrator of Jat Education Society. Performance of teachers is also assessed through students satisfactory Survey at the end of every academic session and appropriate instructions are given to 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 short comings.

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 greater than Rs 10000/-by the Administrator. 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 metric 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)

Nil

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

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

The main sources of funds, apart from the Government are various Non-Government organizations, the College Management, philanthropists, 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 discuss the budget, estimates and utilize it as per requirement and accordingly various plans and procedures are framed. Tentative cost of the incurring expenditure is also taken into consideration. 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 electronically. 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 make sure that all kinds of payments are made in time.

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

The IQAC of the institution is to bring excellence in education. The experience and expertise of IQAC members provide us valuable guidance and suggestions for holistic development. The following practices are suggested and implemented successfully:

1. Celebrated Azadi ka Amrit Mohatsav specifically highlighting the role of movement in Freedom Movement by organizing Exhibition on Life sketches and Portraits of Women Freedom Fighters.
2. Organized training and workshops for enhancement of employability skills in Collaboration of MDU and Nanadi Foundation (Mehendra Pride Classes) and Recognition of prior learning by Haryana Skill Development Council.
3. Organized many Field visit, conducted survey and projects given to students to sensitize rural folk regarding gender issues, health & hygiene and other social problems.
4. Participation in various Programs and Activities organized by other Institutions, Universities, Sports Departments and other Organizations.
5. 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 academic ambience the college identifies the skills aptitude, 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 laid on plugging the loop holes, 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)

C. Any 2 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 concerned to family, society and then nation. Gender inequality is a universal fact which reflects in every sphere of social life. Being a women college our main focus of our Institution is holistic development of personality of students i.e. development of their critical, creative, intuitive and emotive faculties and specifically for gender issues. The college has following cells to monitor and sensitize students, faculty and community regarding gender equality:

- Women Cell
- Gender Champion Cell
- Legal Literacy Cell
- Beti BAchao Beti Padhao Cell
- Anti Sexual Harassment Cell
- Guidance and Counseling Cell
- YRC
- NSS
- NCC

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

- Organized exhibition on LIfe scketes and Portraits of Brave women who contributed in Freedom Movement to Acknowledge Role of unsung women freedom fighters and to motivate the Youth about Rashtr Prem and report of the same were also shared with media.

- Organized Natak Manch on 'Shikshahit Bano Sangharsh Karo' in Collaboration with Jatan Natak Manch.
- Extension Lecture on Role of Dr. B.R. Ambedkar in Women Empowerment in India.
- Many Extension lectures on Beti Bachao Beti Padhao in Krontha Village to sensetize rural folk about gender enequality.
- Inter college online essay writing competition on Malnutrition in India:causes and controll.
- Extension Lecture on Save the Girl Child on the occasion of Girl Child Day.
- Article writing Program on the topic, "My Life from Birth Till Today." on the occasion of International Women Day.

File Description	Documents
Annual gender sensitization action plan	The college has well action plan for Gender Sensitization which includes in annual Academic and Co-Curricular Activities. https://www.mkjkcollege.org/img/files/folder/0Academic%20Calendar%202020-21.JPG
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 surveillence 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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
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 does not generate any hazardous waste. However, unserviceable and condemned items/equipments of labs, hostel, canteen etc. are auctioned from time to time. For e-waste management, the Institution manages e-waste if any by following Govt. and concerned agency's policies.

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

D. Any 1 of the above

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

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

A. Any 4 or all 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 Cell, Women Cell, Legal literacy Cell, and grievance and redressal Cell etc. The College has also Ek Bharat Shresht Bharat Cell to know and promote interstate culture. Our pairing state is Telangna. Resource person from diverse strata have also addressed in Webinars, Seminars, Conferences emphasizing the Institutional efforts at inclusion. The College celebrates festivals of all relegions like Diwali, Eid, Christmas, Lohadi 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 organizes many programs throughout the year to sensitize the students and staff regarding constitutional obligations. The Institute has organized many programs to sensitize and aware community people regarding their rights and responsibilities. The following programs were organized:

- Independence day Celebration
- Republic Day Celebration
- Celebration of Azadi ka Amrit Mohatsv throughout the year by organizing Extension Lectures, Exhibition Life Sketches

and Portraits of Women freedom Fighters,

- Extension Lecture on Evaluation of Human rights i: an overview.
- Essay writing competition on United Nations and its working

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 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

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

7.1.11

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:

- International Women day Celebration
- Environment Day
- National Education Day
- World Blood Donation Day
- World Food safty Day
- Aids Day
- No Tobacco Day
- National Science Day
- Hindi Diwal
- Teej / Holi/Diwali Festival
- World Cancer Day
- Suicide Prevention Day
- NSS/NCC Day
- Voter rights day
- Consumer Awareness Day.
- And many more.

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

7. Best Practices: for 2021-22.

1. Title: Regular conduction of student centric activities

Objectives of the Practice:

- To foster critical and analytical thinking among students.
- Holistic development of the students.
- To inculcate the values of social responsibility and belongingness.
- To develop inclusive environment.

- To develop Leadership qualities
- To bridge the gap between theoretical and Practical knowledge.
- To develop skills to face challenges for their livelihood and employable orientation.

Best Practice: 2

- Title: Exhibition on Life Sketches & Portraits of Women Freedom Fighters
- Objectives of the Practice:
 - An attempt to recall and remember forgotten Women of our Freedom Struggle.
 - To recreate and bring forth stories which lay as faded memories of the past.
 - To inspire and encourage the Youth about the relevance and gravity of freedom and Independence.
 - To pay tribute and respect to the bravery of unsung women freedom Fighters.
 - To facilitate the youth and scholars to shoulder the accountability for fulfilling the countries efforts in recording the history of freedom fighters.
 - To celebrate Azadi ka Amrit Mohatswa in a unique manner.
- Details of Best practices are given in the below file due to words limit.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

Mission of the college is to make a profound difference in the lives of women by empowering them to attain their full potential and holistic development. Our institution provides multidimensional education to students. Since its establishment the college has been scaling new heights in the field of sports. Excellence in sports has been its distinctive feature. 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 awardi,14 times), Sakshi Malik (Wrestler) Wrestler Sakshi Malik and many more.

During this session 2021-22, 78 students participated in various sports competitions at International and National Level. This year 8 students from our college participated at international tournaments and 2 students held positions (1 Gold and 1 Silver Medal), 46 medals at national/ inter university tournaments.. The college has been winning the all round trophy of M.D. University (affiliating university) for the last 21 years. The college also provides all the possible help and support to encourage and motivate students to empower them to attain their full potential in following ways.

- . Fee concession in college & hostel admission of Rs.586170.
- . Cash prize, free coaching, refreshment, sports kit, books and TA/DA for students & staff.
- . Assist the students in 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

1. To organize various programmes throughout the year to celebrate Azadi Ka Amrit Mohatsava.

1. To organize skill enhancement programmes for students.

2. To start new courses: M.Sc. Mathematics and Physics.

3. To organize Social Outreach Programms to create awareness about environment, Gender, Health & Hygiene issues etc. etc.

4. To complete hostel Building funded by RUSA.

5. To organize Faculty Development Programms in the College Campus.

6. Keeping in perspective the distinguished achievements in sports activities at National as well as International Level, Proposal for organizing Inter collegiate Judo and kabaddi (Men & women) will be sent to DGHE Haryana. So that necessary grant for organizing this mega event may be released by DGHE accordingly.

7. To submit project to various Govt. Agencies for grants to organize national and International Seminars/Workshops and Conferences.

8. To organize educational/Industrial visits for students.