Yearly Status Report - 2017-2018

Part A	
Data of the Institution	
1. Name of the Institution	**MAHARANI KISHORI JAT KANYA MAHAVIDYALAYA**
Name of the head of the Institution	**Dr Krishna Chaudhary**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01262274660**
Mobile no.	**8059555595**
Registered Email	**mkjkmrtk@gmail.com**
Alternate Email	**mkjkc@rediffmail.com**
Address	**Delhi road**
City/Town	**Rohtak**
State/UT	**Haryana**
Pincode	**124001**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr Seema**
Phone no/Alternate Phone no.	**01262274660**
Mobile no.	**9416945908**
Registered Email	**mkjkmrtk@gmail.com**
Alternate Email	**mkjkc@rediffmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.mkjkcollege.org/img/files/folder/AQAR%202015-16.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.mkjkcollege.org/

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**70.25**	**2003**	**21-Mar-2003**	**20-Mar-2008**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**02-Dec-2013**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Orientation Programme for the session	**21-Aug-2017** **3**	**700**

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
State Govt	Salary	State	2017 1	42938278
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	No
Upload the minutes of meeting and action taken report	No Files Uploaded !!!
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Orientation session was conducted for freshers. Periodic meetings and discussions were made with students. Mentors mentee groups were framed.

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

Plan of Action	Achivements/Outcomes
Admissions	Total no of students enrolled in the Institution were twenty two hundred fifty four
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14. Whether AQAR was placed before statutory body ?	No

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	28-Mar-2018
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Maharani Kishori Jat kanya Mahavidyalaya has well defined mission to achieve its vision with the distinct quality policy. Our institution is affiliated to M.D.U Rohtak and follows the syllabus framed by the university. The latest syllabus of all classes and subjects along with calendars of academic, cultural and sports activities is provided by the affiliating university M.D.U. through its website in the beginning of each session. The curriculum specified by the M.D.U, Rohtak is effectively imparted to students with the support of university & institution through well planned semester wise academic calendar. M.D.U keeps on changing the syllabi of various courses from time to time, keeping in view the need and requirement of students, market scenario and practical validity after having discussions in the meetings of Board of studies. Some of our faculty members are also the member of Board of studies for framing the syllabi. The college pays intensive care for the teaching and learning schedules for effective delivery of curriculam to provide quality education and the same is ensured by preparing well planned academic calendar, time table, lesson plans, internal assessments, practical classes, mentors: mentee group classes, educational tours, extension lectures, conducting class-tests, debates and group discussions etc. For effective operationalisation of the curriculum, the students are given practical experiences by offering them a number of projects in their concerned subjects, field surveys and providing them facility for study tours to their subject specific industries, firms, trade fairs, craft melas and historical places. Apart from conventional teaching methods, the faculty members are motivated to utilize smart class rooms, and e-learning resources. We have fully automated library with adequate space for internet browsing, photocopying and adequate study material (text books, reference books, journals, magazines, newspaper etc.) for staff and students. All the staff and students have access to inflibnet and Delnet. The institution monitors the progress and performance of students through frequent class tests, assignments, seminars and Quiz competitions and the final semester examination held by M.D.U. The record of progress of students is well documented and intimated to their parents also. Apart from academic activities, the college encourages and promotes the faculty and students to participate in extension activities through NCC, NSS, Red Cross, women cell,cultural

activities, legal cell, and university outreach programmes. The extension activities organized by the institute fulfill the major objectives of the institution i.e. Academic excellence and holistic development of the students as depicted in the vision & mission of the institution.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
0	0	Nil	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MA	Yoga Science	01/07/2017
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MA	English	01/07/2017
MCom	Commerece	01/07/2017
MPEd	Physical Education	01/07/2017
MA	Geography	01/07/2017

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Course for beautification	01/08/2017	50
First-Aid training	11/09/2017	60
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Nill	18
BCom	Nill	6
BSc	Nill	22
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
The college has adopted feedback system to analyse and utilize the resources of the Institution for overall development of the Institution. The college collects feedback on prescribed performas from the students and alumni regarding all kinds of facilities available and services provided to the students. The collected performas are analyzed thoroughly by the Principal and faculty members and accordingly corrective and improvement measures are taken for the overall improvement of the institution and holistic development of the students.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MA	Nill	160	180	104
BPEd	Nill	50	140	50
MCom	Nill	60	100	35
BCom	Nill	80	90	51
BA	Nill	400	500	201
BSc	Nill	440	700	438
MPEd	Nill	40	50	29
PG Diploma	Nill	80	100	77
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	1827	375	31	4	6

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used

Resources)					
42	20	200	6	6	2

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

The mentor-mentee system is adopted by the institution to provide guidance to students on academic matters and to foster a close and constructive professional relationship between students and the staff. One faculty member has been assigned as a mentor over 40-50 students. Mentor records the profile of all the assigned students regarding their academic performance and participation in club activities and any other initiatives taken by the students. Students can contact their mentor for any academic or non-academic support. This scheme is adopted in the institution for the value additions and to provide support to the students like. Bridging the gap between the teacher A better environment is created in the college where students approach teachers for both educational and personal guidance Mentor motivated the students for higher studies and entrepreneurship. Regular meeting were held between mentor and mentee Mentor establishes consistent communication with the parents and intimates them the attendance of their wards in the classes and overall progress of the students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2202	42	1:52

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
46	42	4	Nill	22

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2017	Dr Hemlata	Assistant Professor	Appreciation as Team manager AIIU from Governor , Haryana and VC,MDU
2018	Dr Anju Ahlawat	Assistant Professor	Best NSS PO at Univ Level

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BPEd	BP04	semester	14/05/2018	20/06/2018
BPEd	BP02	semester	14/05/2018	07/07/2018
BSc	BS06	semester	11/05/2018	15/06/2018
BSc	BS04	semester	28/05/2018	18/07/2018

BSc	BS02	semester	19/05/2018	17/07/2018
BCom	BC06	semester	07/05/2018	13/06/2018
BCom	BC04	semester	16/05/2018	11/07/2018
BCom	BC02	semester	17/05/2018	11/07/2018
BA	BA06	semester	12/05/2018	18/07/2018
BA	BA04	semester	23/05/2018	18/07/2018
BA	BA02	semester	24/05/2018	07/07/2018
MCom	MC02	semester	02/06/2018	04/08/2018
MA	MAYOG	semester	22/05/2018	01/08/2018
MPEd	MP04	semester	22/05/2018	07/09/2018
MA	MAE	semester	30/05/2018	30/07/2018
MA	MAG	semester	22/05/2018	26/07/2018
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Assessment of performance is an integral part of teaching and learning process. As a part of effective educational strategy, the institution has adopted continuous internal Evaluation system to assess all aspects of a student . The evaluation system as adopted by the institution has two components viz- 1. The Continuous Internal Evaluation 2. The End Semester Exam For effective implementation of continuous internal evaluation at the institutional level, the institute conducts unit tests, class tests, Quiz competition, debates and assignments. The answer books are given back to the students after evaluation for their information and self evaluation.M.D.University has introduced internal Assessment system. The college follows the prescribed pattern and concerned faculties evaluate and assess the students internally.Marks of internal assessment are assigned on the basis of their attendance, performance in class test, home assignments and other related activities.At the end of the semester, external examinations are conducted as per schedule of M.D.U.

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

The broad frame work of academic calendar 2017-18 was provided by the M.D.University. In the beginning of the session, university provided the schedule of academic activities like date of Admissions, commencement of classes for odd semester, Examination of odd semester, term Breaks / Vacations and commencement of classes for even semester. The institution adhered to this academic plan for admissions, classes, Term break and Examination. The M.D.U also issued the calendar of sports activities, practical examination, NSS, Red Cross activities and cultural activities. The college followed the schedule of M.D.U for these activities also. The activities of NCC were scheduled as per norms and schedule of NCC unit. Besides all these, the IQAC of the college also framed annual calendar of academic and co-curricular activities for the session 2017-18. All academic and co-curricular activities eg. Seminars, workshops, study tours, cultural programmes, NCC activities, NSS camps, and other activities by various cells were planned as per schedule of academic and co-curricular calendar of the college.

2.6 – Student Performance and Learning Outcomes

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

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BS04	BSc	Nill	340	283	83
BP04	BPEd	Nill	45	40	89
MP04	MPEd	Nill	27	26	96
PGD02	PG Diploma	Nill	73	70	96
MA04	MA	Nill	69	43	62
BC06	BCom	Nill	41	11	27
BA06	BA	Nill	108	81	75
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2.7 – Student Satisfaction Survey

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

Data not available

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NA	0	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
0	0	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
0	0	0	Nill	0
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	Nill
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards		
State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
0	Nill

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Computer Science	3	Nill
International	Commerce	1	Nill
International	Sociology	6	Nill
National	Sociology	1	Nill
International	Physical Education	6	Nill
International	Geography	3	Nill
International	Botany	3	Nill
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Physics	2
Botany	1
Physical Education	7
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
0	0	0	Nill	0	0	Nill
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	Nill	Nill	Nill	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local

Presented papers	5	13	Nill	Nill
Attended/Seminars/Workshops	2	1	1	Nill

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Swatch Bharat	NSS	2	46
Economic, Educational and Occupational Survey at Kherisadh Village	University Outreach Programme	4	15
Nukkad Natak	Mukhota Natak Mandli	10	300
Interaction with rural persons on Gender issues alongwith social workers and media persons	Social Science	3	100
Marathan organized by Haribhoomi	NCC	1	32
CATC	NCC	1	9
NCC Day-Distribution of old clothes	NCC	1	35
ATC	NCC	1	39
RD Celebration	NCC	1	40
First Aid Training	Red cross	2	40
National Integrity Camp	nss	Nill	1
YLTC Camp	NSS	Nill	5
Women Day Celebration	NSS	2	100
Seven day Camp at village Maina	NSS	2	100

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students

				Benefited
Swatch Bharat Summer Internship	top 3	MDU		6
NSS Activities	Best NSS PO	MDU		100
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Employment Cell	Career Heights	Seminar on Career Guidance	6	250
Employment Cell	CROSS and CLIMB , Rohtak	Seminar on Career opportunities and Challenges	6	200
Employment Cell	Haryana Skill Development Society	Awareness Program on Skill Training under PMKVY	6	300
Commerce Society	Dept of Commerce	Educational Tour to Amritsar	4	40
Commerce Cell	Dept of Commerce	Extension Lecture on GST	8	150
University Outreach Programme	MDU	Training on Art and Craft and fashion Designing	4	15
Beti Bachao-Beti Padhao Cell	MKJK	Awareness program in neighbourhood of the students	4	100
Election Awareness	Election Awareness Cell	Extension Lecture on voting rights	5	200
Women Cell	Dr Santosh Mudgil,Social Worker	Extension Lecture on increasing Gang rapes, Causes and Prevention	6	280
Women Cell	Dept of Psychology,MDU	Extension Lecture on Personality Development	6	300
Women Cell	Women Cell	Extension lecture on Constitutional Values	6	250
Women Cell	State	Extension	6	200

	Government	lecture on Domestic Violence and Child Marriage		
University Outreach Programme	MDU	Message of save the Girls	4	15

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
0	0	0	0

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
0	0	0	Nill	Nill	0

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
0	Nill	0	Nill

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
22	22.23

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Laboratories	Existing
Classrooms with Wi-Fi OR LAN	Existing

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL 2.0	Fully	2.0	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	10000	900000	220	44095	14520	194095
Reference Books	2707	450000	5	1323	2712	451323
e-Books	1	5700	1	5900	2	11600
Journals	26	47580	2	2200	28	49780
Digital Database	4600	11500	460	13570	920	25070
Library Automation	1	250000	1	11800	2	261800
Weeding (hard & soft)	2317	86720	Nill	Nill	2317	86720
Others(specify)	43	25000	43	25000	86	50000
Text Books	430	600000	Nill	Nill	430	600000

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
0	0	0	Nill

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	120	85	80	10	0	10	15	10	20
Added	0	0	0	0	0	0	0	0	0
Total	120	85	80	10	0	10	15	10	20

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

2 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
0	[0](#)

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
21	21.26	20	20.53

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

There are established system and procedures in the institution for maintaining and utilizing Physical, academic and support facilities laboratories, library, sports facilities, campus and classrooms. Being a Govt Aided College, the maintenance and upkeep of infrastructure is undertaken by college funds and grants received from various funding agencies for the purpose. The college engages a retired XEN for maintenance of building as technician expert as and when required. The college has lush green campus maintained by two gardeners appointed by the institution. One of our Associate Professor has been deputed as property incharge of the college. She maintains and takes care the record of all the equipments purchased in the institution. Besides it, all the laboratories, sports department, hostel, library etc keep the record and maintains a stock register of their departments for the available equipments and also maintain the efficiency of equipments. The campus maintenance is monitored through surveillance cameras. Adequate in house staff is employed to maintain hygiene, cleanliness and infrastructure in the campus. All the classrooms, laboratories, staff room, seminars halls, hostel and college corridors, washrooms etc are cleaned and maintained regularly by sweepers appointed in college and hostel. Optimum working conditions of all equipments eg. computers and photocopy machine is ensured through AMC- Annual maintenance Contractors, Generators, Air conditions, CCTV Cameras, water purifiers and lift etc are maintained by regular inspection by technicians as and when required. There are two online UPS in the institution for regular power backups. Maintenance of online UPS is also done by AMC. The college and hostel has appointed an electrician to keep up the electrical gadgets in proper conditions. Plumber is hired on need basis. The library of the institution is fully automated with SOUL 2.0 software with all necessary required computers and internet. All these computers and ICT smart class rooms are also maintained through AMC. The college website is maintained and updated regularly by a hired company- Webunitec Solutions LLP. Detail of budget spent on infrastructure maintenance during the session 2017-18 is as follows-- Building maintenance-316183/-, Furniture Maintenance - 138156/- Computer maintenance - 110380/- Ground maintenance - 618969/- Sanitary - 140130/- Maintenance of online UPS - 15000/- Generator maintenance - 16986/-

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	**Fee Concession**	**87**	**619414**
Financial Support from Other Sources			
a) National	**SC,BC,POSE,PM Fund J and K**	**84**	**574218**
b)International	**Nill**	**Nill**	**Nill**
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Women Cell	**30/09/2017**	**200**	**Dept of Psychology , MDU**
Women Cell	**30/09/2017**	**200**	**Protection Cum Prohibition officer**
nukkad natak	**06/02/2018**	**350**	**Mukhota Natak mandali**
Skill training PMKVY	**17/02/2018**	**200**	**Haryana Skill Development Society**
Career Guidance	**30/08/2017**	**200**	**CROSS and CLIMB**
Career Guidance	**29/01/2018**	**400**	**Career Heights**
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2017	**Employment and career Guidance Cell**	**400**	**400**	**6**	**14**
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nill	**Nill**	**Nill**

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		

Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Nil	Nill	Nill	Education, Army	40	14

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					

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

Items	Number of students selected/ qualifying
NET	3
Any Other	1

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

Activity	Level	Number of Participants
Science Day Celebration 26 feb,2018	At institute level	60
Poster Making Competitions, Mehndi Competitions, Rangoli Competitions	At institute level	40
Quiz Competitions	At institute level	35
Slogan Writing Competitions	At institute level	30
Poetic Recitation Competitions -Hindi,English, Sanskrit	At institute level	30
Speech Competitions	At institute level	12
Baseball	Intercollege Tournament	5
Basket Ball	Intercollege Tournament	9
Handball	Intercollege Tournament	4
Kabaddi	Intercollege Tournament	6

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5.3 – Student Participation and Activities

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

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

2017	Sports General Trophy Of MDU	National	Nill	Nill	Nill	Nill
2017	Gold	International	3	Nill	Nill	Nill
2017	Gold	National	4	Nill	Nill	Nill
2018	Gold	National	11	Nill	Nill	Nill
2017	Silver	National	2	Nill	Nill	Nill
2018	Silver	National	5	Nill	Nill	Nill
2017	Bronze	National	4	Nill	Nill	Nill
2018	Bronze	National	6	Nill	Nill	Nill
2017	First	Nill	Nill	3	Nill	Nill
2018	First	Nill	Nill	2	Nill	Nill
2017	Second	Nill	Nill	3	Nill	Nill
2018	Second	Nill	Nill	1	Nill	Nill
2017	Third	Nill	Nill	1	Nill	Nill
2018	Third	Nill	Nill	4	Nill	Nill
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Although the formal process of elections for framing student council at college level has not been in vague till 2017-18 in Haryana, students of our institute are motivated to participate in all the college activities. One or two students are included in various constituted committees in the institution like cultural committee, NCC, NSS, Red Cross, Literary society, Social Science society, Gender champions, Beti Bacho Beti Padhao committees etc. Our NCC cadets and NSS volunteers play active role in organization of various functions in the campus and maintain the discipline during functions. Faculty members try to inculcate the leadership and governance values in students through various academic and co curricular activities. Team leaders are nominated among students to conduct all NCC activities, NSS one day and seven days special camps, cultural activities, sports activities etc. In the hostel, there is a council consisting of office bearer of students and faculty members of hostel committee. The role of the council is to identify the problems of the hostel and convey it to the authorities for their timely solution. The college publishes its magazine- Mahila Manisha every year to enhance literary and creative skill of students. The student section of this magazine is edited by the student editor to inculcate the quality of leadership among the students. IQAC of the college is also constituted keeping in mind the role of students in quality assurance of the college. One student from hostel and one student from college are nominated as members of IQAC. Besides all the above mentioned responsibilities taken up by students, students organize fresher party and farewell party of their department and various folk festivals at their own level. College students have active participation along with the college management for enhancing the name and fame of the institution.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

295

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Meeting of Alumni Committee were held on 10 April 2018 to discuss about the organization of Alumni meet and Alumni Meet was organized on 6th May 2018 successfully.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Institute has a mechanism for delegating authority and providing operational autonomy in day to day functioning of the college and work towards decentralized and participative management system at principal level, faculty level and students level. At Principal level, the Governing body delegates all the academic and operational decisions based on policy to a committee headed by Principal in order to fulfill the vision and mission of the institute. At Faculty level, faculty members are given representation in various committee/cells and allowed to conduct various programmes. They are encouraged to develop leadership skills by being conveners of various committees and incharges of cells like NCC, NSS, legal cell, employment cell, Red cross unit etc For effective implementation of policies and holistic progress of the institution and students. The following committees were formed in 2017-18. 1. Principal 2. Admission Committees 3. Advisory Committee 4. IQAC 5. NSS Committee 6. NCC Committee 7. Sports Committee 8. Legal cell 9. Women cell 10. Printing committee 11. Red Cross Cell 12. Committee to conduct Cultural Items 13. Library Committee 14. Anti-Ragging Committee 15. Sexual harassment cell 16. Grievance and Redressal cell At Student level, the faculty members try to inculcate the leadership and governance values in the students through various academic and co-curricular activities.Students are empowered to play on active role as leader of NSS, NCC activities and other co-curricular activities. Hostel head girl is nominated in Hostel to represent and assist the hostellers in identifying and solving various problems of students with authorities.Two students , one from college and one from Hostel are nominated as members in IQAC of the Institution.

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

No

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Teaching and Learning	The core concern of the institution is to attain and sustain quality teaching and learning so that our students are confident and capable after completing the course. For an effective delivery of curriculum,

	various teaching aids/methods, lesson plans, group discussions, presentation, assignments, survey method, class tests, Quiz competitions and participative learning are used. For effective teaching and learning, information technology is also leveraged. Various kind of ICT facilities like computers, wi-fi, e-journals, smart classrooms, are used for effective delivery of lecture.All labs are equipped with all required equipments.internet and required softwares i.e, GIS, CAD. Institute have fully automated library equipped with Delnet and inflibnet etc. to expose the faculty and students to advanced level of knowledge and skills.
Examination and Evaluation	As ours institution is affiliated to M.D University, Rohtak, college has to follow the prescribed schedule of M.D.U for External Examination M.D.University has introduced semester system and internal assessment system. The semester examination is conducted by university and regarding internal assessment, the faculty members evaluate and assess the students on the basis of their attendance, performance in class tests, home assignments and other related activities. The institution monitors the progress and performance of students internally also through class tests, assignments, Quiz competitions, group discussions and debates etc. The Affiliating University has opted ours institutions for Examination centers and on the spot evaluation centre also.
Research and Development	To sustain the culture of research in the college, the following measures are taken by institution. The institute facilitates the necessary supports to the faculty members for guiding and carrying out research activities in various departments. The proposals from all departments were invited for organizing national/international seminars/conferences. Organized various workshops/ seminars and sensitization programmes. Students are also motivated to involve in research activities by conducting surveys on the topics-social, economic and environment issues. Institute provided Academic leave to faculty members to attend the seminars and workshops and fees for

		that was also reimbursed.
	Library, ICT and Physical Infrastructure / Instrumentation	The institution has all required infrastructure which is in line with our academic growth/programmes offered. The institution has Principal office, Arts Block, Science Block, Commerce Block, PG Block, Physical Education Block, Two Girls Hostel, Spacious Playgrounds, Administrative Block, Washroom Blocks, Staffroom, Spacious Library, Cafeteria, Computer Lab., Seminar hall, and all required laboratories. A handsome amount has been spent on maintenance of Physical infrastructure of the institution. We have very spacious library building with library office, reading room for staff and students, stack room, Periodical section and competitive collection section, IT Zone and store. Ours library is fully automated, well stocked with Wi-Fi network, e-resources, inflibnet, Delnet, sufficient no. of books and journals. Sufficient amount of budget has been allotted for library up gradation. To facilitate ICT for teaching and learning. We have Wi-Fi campus, smart class rooms, computer labs, printing, scanning, downloading and photocopying facility available in Principal office, Clerical office, library and laboratories
	Human Resource Management	The college encourages faculty members to attend orientation/Refresher Courses. Faculty members of the college are recruited as per norms of UGC and state Govt. by a duly framed selection committee. So far as the regular/part time lect.-under SFS are concerned, they are also recruited by duly framed Selection Committee. The selection are made strictly on merit basis. Faculty members are motivated to attend seminars / workshops. The college identifies the skill, aptitude, physical and intellectual capabilities of its entire staff members. Accordingly various kinds of responsibilities are assigned to them so that their potential may be utilized in the best possible manner.
	Curriculum Development	Curriculum of the most of the courses is prescribed by M.D.University, to which the college strictly adheres. The syllabi of various courses are designed by the members of Board of Studies

	constituted by M.D.U. Some of our staff members are also the members of various board of studies for syllabi framing. Syllabi of Add-on course are framed by our faculty members. The courses are 1. Apparel and Dress Designing. 2. Art and Craft. The syllabi of these courses have been framed keeping in view the demands of the market and job opportunities. Syllabi framed by the institution for these courses got approved by M.D.U., Rohtak
Industry Interaction / Collaboration	Visits to Surajkund Craft Mela and Trade Fair. Participation in job fairs of various companies organized by various institutions. MoU with Ram Chander Mission for Yoga and meditation program.
Admission of Students	Admissions in the institution are made strictly on the basis of policy specified by University Academic Brochure and Directorate of Higher Education Haryana. Admissions are made through online mode strictly on merit basis. The college displays all the courses and number of seats available in each course along with reservation policy for all categories as per government directions on the website and prospectus. The admission committees comprising of faculty members are set up in the campus to assist and guide the admission seekers regarding the process of on-line admission, fee structure, subject combination etc. Post admissions, the students are assisted if they wish to change the subject, course or faculty.

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

E-governace area	Details
Administration	The Institution have computerized Records/Details of all the enrolled students in various courses. The attendance of Principal, teaching and non-teaching staff members is registered through Biometric Attendance System.
Student Admission and Support	Admissions in various courses in the Institution were made through online counseling. Payment of admission fees of students was made by challans/ebanking
Examination	For filling of Exam forms, date sheets, admit cards , sessional marks ,Practical marks and declaration of

	result, Online mode is used
Finance and Accounts	As ours is a Govtaided Institute,the Institution received the salary grants online from Govt. of Haryana. Various payments were made by the Institute through online mode. Institute maintained the various grants received from funding agencies on PFMS
Planning and Development	Online admission are made in the Institution.The Institution has fully automated library with SOUL 2.0 and e resources like inflibnet and Delnet. The Institutional data of Institution is uploaded on AISHE portal every year.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017	Nill	Nill	Nill	Nill
2018	Nill	Nill	Nill	Nill
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	Nill	Nill	Nill	Nill	Nill	Nill
2018	Nill	Nill	Nill	Nill	Nill	Nill
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Geospatial Technologies and its applications, HARSAC HISAR	1	01/12/2017	21/12/2017	21
Orientation Course	3	22/05/2017	19/06/2017	28

Refresher Course	1	15/11/2017	06/12/2017	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1.Study leave and maternity Leave 2. Duty leave to attend orientation and refresher course 3.HRA and other allowances as per Govt and UGC norms 4.Incentives for Higher studies in form of increments.5. Loan from PF for marriage and education purpose.	1.Maternity Leave 2.HRA and other allowances as per Govt and UGC norms 3.Annual increments.4. Wheat Loan and Loan from PF for marriage and education purpose.5. Uniform	1.Fee Concession and Scholarships for needy and outstanding students.2. Provision of payment of fees in installments 3. Freeship in Hostel for outstanding sports person.4. Book bank facility 5. Sports kit and Coaching camps to sports persons.

6.4 – Financial Management and Resource Mobilization

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

Institution conducts internal and external audits regularly. All the accounts of the college are properly audited. At college level, all the payments are made after due sanction from principal up to 10000 and by Administrator greater than 10000.All bills are checked by accountant and Bursar and then passed by the Principal before payments are made. Utilization certificate of various funds/grants received from funding agencies are prepared by C.A. engaged by the institution.General Audit of all accounts is done by the C.A.Amalgamated fund audited by M.D.U. Rohtak. and Salary Account and Pension account audited by Audit General Department and DGHE

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Individuals	14050	Donation
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6.4.3 – Total corpus fund generated

10000000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	MDU	Yes	IQAC

| Administrative | Yes | GOVERNMENT OF HARYANA | Nill | IQAC |

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

The parents of students who are irregular in classes or not performing well in the class test were informed and called for discussion with mentors to improve the performance of students and the suggestions given by the parents are taken into account.

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

Programmers for support staff members were conducted to equip them with all possible skills for their professional growth and also institutional growth. All teaching and non-teaching staff are motivated to use ICT in Education and administrative work

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

1.Online admission strictly on merit basis. 2.Meditation programme. 3.Yoga Camp 4.The arrangements were made to watch the motivational program of PM Modi on the topic - how to cope up with exam stress 5.National seminars-Legal Literacy Cell.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Orientation program	24/08/2017	24/08/2017	26/08/2017	600
2017	Mentor mentee groups	28/10/2017	28/10/2017	18/11/2017	950
2018	Mentor mentee groups	27/01/2018	27/01/2018	14/04/2018	950
2017	Formation of Movie Club	04/10/2017	04/10/2017	16/04/2018	950
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male

BA	28/09/2017	04/10/2017	40	Nill
BSc	28/09/2017	04/10/2017	60	Nill
BA	30/03/2018	31/03/2018	150	Nill

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

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

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Provision for lift	Yes	2
Ramp/Rails	Yes	2
Braille Software/facilities	No	Nill
Rest Rooms	Yes	2
Scribes for examination	Yes	1
Special skill development for differently abled students	No	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	1	5	28/09/2017	7	NSS seven days special camp	Cleanliness, Women Empowerment, health Awareness, RTI, Beti bachao beti Padhao	102
2018	1	5	17/08/2017	3	University Outreach Programme	Economic, Educational and Occupational Survey at Kherisadh Village , Art and Craft	19

| | | | | | | | Training, FAshion Design training, Beti Bachaio Beti Padhao |

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

Title	Date of publication	Follow up(max 100 words)
Not published	Nill	Although handbook of human values and professional ethics has not been published yet following ethical values are adopted by all stake holders . Ethical Behavior:- An attempt is made to create such a milieu which is conducive to moral and ethical upliftment that is inculcating the noble values of truth, integrity, sense of justice and various professional and scholarly ethics. The spirit of self worth will enable the students to identify the real dignity of human life. 2. Excellence:- The staff strives its best for excellence in academic pursuits through innovative techniques in teaching and research methodologies, through online surveys and social interaction with the outside community. 3. Quality:- We provide educational programmes that lead to the gaining of knowledge and skills essential to achieve information literacy, career advancement, personal enrichment, leadership and service to the community. To ensure programme quality, this college assesses practices, policies and

procedures on an ongoing basis to strengthen the overall effectiveness of curriculum, instructional delivery and operations. We are all committed to all programmes and consistently strive for excellence. 4. Integrity:- We conduct all activities in an ethical manner committed to practices which are honest and objective in dealing with students, faculty members and stakeholders at all levels of the community. Our institutional advantage lies in character building and integrity. 5. Student Service:- We endeavor to ensure that curriculum delivery and support services respond to inquiries, requests and concerns in an appropriate and timely manner. We are committed to the personal growth of all students and our colleagues by promoting learning and leadership qualities. 6. Collaboration and Public Engagement:- We commit to co-operative work in establishing productive partnership with our colleagues in esteemed college, university, non-profit and public communities. Through these partnerships, we seek to improve education and better quality of life for future. Giving respect and courtesy to all, regardless of their position, role, age or qualification, is our motto. Diversity:- We embrace all aspects of human diversity and value and its necessity to ensure a vibrant learning community. We are

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Yoga Week Celebration and meditation	15/06/2018	21/06/2018	400
National Unity day	31/10/2017	31/10/2017	300
Swatch bharat Abhiyan	02/10/2017	02/10/2017	320
Transforming women With legal Literacy	30/03/2018	31/03/2018	120
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1.Tree plantation and lush green campus 2. Solar Geysers in the hostel 3. Rally by NSS students on environment issues 4.Rally by staff and students on Swachta Abhiyan 5. 46 NSS volunteers participated in Swach Bharat Summer Internship

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1.Women Empowerment Specially in the field of sports. 2.Financial Aid to the deserving and economically weaker students

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

http://www.mkjkcollege.org/

7.3 – Institutional Distinctiveness

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

MKJK College came into existence in 1988. The very name of the college Maharani Kishori implies symbolic connotations. The annals of history reveal her as one of the most intelligent and daring queen. Keeping the track of her strength and vision of the institute ARISE,AWAKE AND KNOW THYSELF, the focus of the institution is to provide holistic kind of education to the girls students. Apart from academics and extracurricular activities, the college has special focus on sports activities and has attained excellence in the field of sports. Students of our institution have won laurels both at national and international level in the arena of sports. Ours is the best women college of sports in north India. Our students Mamta Kharb, the Hockey Golden Girl was honored with Arjun Award in 2002, Suman Kundu, who won Bronze medal in Common Wealth games 2010 in Wrestling, is also alumni of our institute and Sakshi Malik won Silver Medal in Common Wealth games and Bronze Medal in Rio Olympics in Wrestling in 2016. In 2017-18, five students of our college participated / won medals at international level and 66 students held positions at national /

interuniversity level. We have been University Champion by winning General Trophy of sports of MDU for the last 18 years.With the thrust of academic excellence and holistic development of students, the institute motivates and supports the students in all possible ways to empower them to attain their full potential. One area which is distinctive to vision of our institute is financial support to the needy and outstanding sports persons in the form of fee concession, free ship in hostel and college, books and cash prizes. Institute also provides TA/DA, Sports kit and free coaching camps to sports girls participating in various sports competition. In the session 2017-18 cash prize Rs 9100/- was given to international players, Rs 8100/- was given to national players and interuniversity champions to motivate the students to participate in various sports competitions. Besides all the above mentioned features of the institution towards attainment of excellence in arena of sports, Institute has also started various Job Oriented Courses in sports i.e. B.Sc Sports Science, BPEd, MPEd, PG Diploma in Yoga Science and M.A in Yoga Science

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

All efforts will be made in the teaching learning process for holistic development of the students by empowering them to attain their full potential through pursuit of knowledge, development of character, self esteem and recognition of their right and responsibilities. Future plans of action to be adopted for the next session are as follows 1.Admission in the institution to all classes will be done strictly on merit basis and as per rules and regulations laid by DGHE and M.D.U Rohtak. All efforts will be made to increase the intake of students. 2.Keeping in view the demand from the students college has planned to start the process for the introduction of 2 new courses. eg. B.Com Hons.,M.Sc Maths and few short term. 3.Induction programme will be organized for freshers. 4.Annual calendar of academic and co-curricular activities will be framed for coming session also by IQAC. 5. All efforts will be made to receive grants from various funding agencies for infrastructure upgradation. Proposal will be sent to DGHE to take grant from RUSA for construction of girls hostel, library upgradation, ground maintenance, formation of track, construction of Indoor hall, solar panels and solar geysers for hostel and other equipments to be used in office and laboratories. 6.National and folk Festivals are celebrated in the college with great enthusiasm in the coming year too, national festivals and folk festivals eg. Teej, Holi will be celebrated. Yoga and meditation camps also will be organized to maintain physical and mental health of the students and staff of the institution. 7.Annual Prize distribution function, Convocation, Alumni Meet and sports meet will be organised in next session also. 8.The college is rendering selfless services to the society not only through academics but also by providing a platform to the students to participate in community service.This year also,our students will try to sensitize the sorely by organizing various socially relevant programmes. A programme of national integration will also be organised. 9..Placement and Guidance cell will provide the information about professional placements to give students appropriate guidance to identify carrier opportunities this cell will expose them to the challenges and rigors of competitive exams. 10.This year more academic activities e.g. Interclass quiz competitions, Inter college Quiz competitions, Group discussions, educational trips, field surveys, declamation contests, extension lectures will be organized by all departments of the institution. 11. Cleanliness campaign and tree plantation drive will be conducted in the college. 12.Faculty members will be motivated to organize seminar and workshops and also to attend refresher course workshops and seminars. 13. The institution believes in all round personality development of its students. To achieve in is end, ample opportunities will be

provided in creative activities while pursuing their academic goals. Like previous years. This year students will be also motivated to participate in various competitions in Zonal and Inter Zonal Youth festivals, Inter College competition etc. 14. All required expenditure will be made to increase the volume of books and periodicals in the library.