

The Annual Quality Assurance Report (AQAR) of the IQAC Period (2011-2012)

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution	Dayanand Mahila Mahavidyalya
1.2 Address Line 1	Lala Lajpat Rai Road
Address Line 2	Kurukshetra
City/Town	Kurukshetra
State	Haryana
Pin Code	136118
Institution e-mail address	Dmmkkr2010@rediffmail.com
Contact Nos.	01744-290981
Name of the Head of the Institution:	Dr. (Mrs.) Vijay Lakshmi Singh
Tel. No. with STD Code:	01744-293188
Mobile:	09996093188
Name of the IQAC Co-ordinator:	Mrs. Anju Chawla
Mobile:	09896740493
IQAC e-mail address:	dmmiqac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) HRCOXX10335

1.4 NAAC Executive Committee No. and Date: NAAC/A&A/Outcome/2003

(For Example EC/32/Aanda/143 dated 3-5-2004. This EC no. is available in the right corner-bottom of your institution's Accreditation Certificate)

1.5 Website address: www.dmmkkr.com

Web-link of the AQAR: http://dmmkkr.com/userfiles/file/iqarc%202011-2012(1).pdf

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	80.85%	2003	2008
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

1.8 AQAR for the year (for example 2010-11)

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

- i. AQAR 2009-2010 submitted on 3-12-2015
- ii. AQAR 2010-2011 submitted on 10-12-2015
- iii. AQAR _____ × _____ (DD/MM/YYYY)
- iv. AQAR _____ × _____ (DD/MM/YYYY)

1.10 Institutional Status

University	State	<input checked="" type="checkbox"/>	Central	<input type="checkbox"/>	Deemed	<input type="checkbox"/>	Private	<input type="checkbox"/>
Affiliated College	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Constituent College	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Autonomous college of UGC	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Regulatory Agency approved Institution (eg. AICTE, BCI, MCI, PCI, NCI)	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				

Type of Institution	Co-education	<input type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input checked="" type="checkbox"/>
	Urban	<input checked="" type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>
Financial Status	Grant-in-aid	<input type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input type="checkbox"/>
	Grant-in-aid + Self Financing	<input checked="" type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>		

1.11 Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phy. Edu.)	<input type="checkbox"/>
TEI (Edu.)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>			Management	<input type="checkbox"/>
Others (Specify)	<input type="text" value="Tourism Management"/>								

1.12 Name of the Affiliating University (*for the Colleges*) Kurukshetra University, Kurukshetra

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

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

2. IQAC Composition and Activities

2.1 No. of Teachers	06
2.2 No. of Administrative/Technical staff	02
2.3 No. of students	
2.4 No. of Management representatives	01
2.5 No. of Alumni	
2.6 No. of any other stakeholder and community representatives	01
2.7 No. of Employers/ Industrialists	
2.8 No. of other External Experts	
2.9 Total No. of members	10
2.10 No. of IQAC meetings held	07

2.11 No. of meetings with various stakeholders: No. 07 Faculty 04

Non-Teaching Staff Students Alumni 01 Others 02

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. 1 International National State Institution Level 1

(ii) Themes

FDP 'How to use Interactive Boards and prepare PPT.

2.14 Significant Activities and contributions made by IQAC

<ol style="list-style-type: none"> 1. Motivating the faculty to get their papers published in journals of National and International repute. 2. Suggested to make the college campus eco-friendly. 3. Suggested to organise Inter- departmental curricular activities. 4. Organized seminar, Workshop and FDP for staff and students at National and International Level. 5. Promoted research by motivating the teachers to attend and present research papers in National & International seminars/ conferences
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2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
<ol style="list-style-type: none"> 1. To start new curriculum/programme in Sciences. 2. To organize FDP for skill development of faculty. 3. (i)To construct new computer labs. (ii)To purchase various ICT equipments for functional efficiency. 4. To organize community service programmes. 5. (i) To arrange free coaching classes for SC/BC, minority and economically backward students for the preparation of competitive exams. (ii) To arrange remedial classes for various subjects. 6. To arrange extra-curricular activities for the overall development of students. 7. To organize extension Lectures on various aspects. 	<ol style="list-style-type: none"> 1. Proposal for B.Sc. Non-Medical and B.Sc. Computer Science was sent to the university authorities for approval. 2. FDP for using Smart/interactive boards and preparing PPTs was organised in the month of March, 2012. 3. i) 03 new computers labs were added to the building to meet the requirement. ii) 59 new computers were purchased for new computer labs. <ul style="list-style-type: none"> • Van Mahotsav-01 • Awareness Campaign for Voter I.D-01 • Camp for cleanliness-01 • Signature Campaign against female foeticide.-01 5. i) Free coaching classes were held for which the grant from UGC was organized and utilized. No of beneficiaries—81. (ii) Remedial classes were held No. of beneficiaries—92 <ul style="list-style-type: none"> • International Seminars/conference-06 • Workshop -01 • Orientation Courses -01 7. Spiritual -- 02 Career Guidance -- 03 Health -- 03 Women related Issues -- 01 Others (NSS) -- 01

Part – B
Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	1	-	1	1
UG	5	-	3	3
PG Diploma	-	-	-	-
Advanced Diploma	1	-	-	1
Diploma	1	-	-	1
Certificate	2	-	-	2
Others	-	-	-	-
Total	10	-	4	8

Interdisciplinary				
Innovative				

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

- Core/Elective option

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	06
Trimester	-
Annual	04

1.3 Feedback from stakeholders*

(On all aspects)

Alumni Parents Employers Students

Mode of feedback:

Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

Attached Annexure - II

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

- Internal Assessment in B.Com. I and B.A.I was raised from 10% to 20% by the University to strengthen the teacher-student bond, to make the students regular in their classes and as well as learning and to make the semester system more scoring.

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

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Criterion – II

2. Teaching, Learning and Evaluation (2011-12)

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
24	01	22	-	01

2.2 No. of permanent faculty with Ph.D. 14

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty - - 18

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	09	-
Presented papers	01	04	-
Resource Persons	-	-	-

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

- Using Multi-media technology.
- Lecture through EDUSAT.
- Regular Assignments.
- Extension Lectures.
- Group Discussions in classes.
- Interclass subject based Quiz Competitions.
- UGC programmes on TV are shown to students.

2.7 Total No. of actual teaching days during this academic year 173 Days

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

Being an affiliated college of KUK, semester and annual exams were conducted strictly as per the ordinance of University. Apart from this, weekly and monthly written and oral tests are conducted in small groups to track the students' progression regularly.

(Members Board of Studies)

2.9 No. of faculty members involved in curriculum

03	-	01
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Restructuring / revision/ syllabus development as member

of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

75%

2.11 Course/ Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division					Pass %
		Distinction	I	II	III		
B.A. (G) Ist	243	06	58	71	18	62.96	
B.A. (V) Ist	55	02	09	09	03	46.93	
BAII (G)	196	01	34	34	06	39.06	
BAII (v)	28	01	01	02	-	14.28	
BA III (G)	171	06	55	54	69	96.00	
BAIII(V)	49	-	09	26	12	99.5	
B. Com. I G)	85	08	40	12	01	71.76	
B. Com. I (V)	84	01	28	15	06	59.52	
B. Com. II G)	64	03	27	29	06	74.71	
B. Com. II (V)	70	01	16	14	09	57.14	
B. Com. III G)	78	01	16	32	07	71.79	
B. Com. III (V)	69	-	25	35	01	89.70	
B.T.M-I	05	-	01	01	-	40.00	
B.T.M.-II	08	-	02	02	02	75.00	
B.T.M-III	12	-	03	-	-	33.00	
M.A.(ENG) P	30	-	-	15	04	-	
M.A.(ENG) F	30	-	-	03	05	26.00	

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

- IQAC prepares the plan and academic calendar for the whole session in the beginning of the year in consultation with faculty members of all the departments.
- The teachers make their respective teaching plans according to the academic calendar issued by the university as well as IQAC.
- All the teachers execute the teaching plan strictly. However, in case of any changed circumstances the teachers are advised to take extra classes to complete the syllabi.
- Syllabus completion certificate is taken from the teachers in the end of each semester/session to monitor and evaluate the teaching and learning process.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	01
Others(Seminars/ Conferences attended by teachers)	09

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	7	2		4
Technical Staff	5			1

Criterion – III

3. Research, Consultancy and Extension

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

- Teachers are advised to update themselves by doing M Phil or Ph D to enrich their research base.
- Teachers are encouraged to attend seminars, to prepare research papers, to present and got them published in journals of National and International repute.
- Teachers are motivated to opt for Minor/ Major Research projects sponsored by UGC.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals			
Non-Peer Review Journals			
E-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range Average h-index No. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				

Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

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

Haryana Punjabi
Sahitya
Academy,
Panchkula

3.10 Revenue generated through consultancy Honorary

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number		01			
Sponsoring agencies		Haryana Punjabi Sahitya Academy, Panchkula			

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency	<input type="text"/>	From Management of University/College	<input type="text"/>
Total	<input type="text"/>		

3.16 No. of patents received this year

Type of Patent		Number
National	-	
	-	
International	-	
	-	
Commercialized	-	
	-	

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

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution

-
-
-

Who are Ph. D. Guides
and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level	02	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.22 No. of students participated in NCC events:

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

3.23 No. of Awards won in NSS:

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

3.24 No. of Awards won in NCC:

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

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>	
NCC	-	NSS	15	Any other <input type="text"/>

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

- Tree Plantation
- Quomi Ekta Week
- Sadbhawna Diwas Adult Education Programme
- Adult Education Programme
- Visit to village to conduct Survey and perform activities related with social work like cleanliness, immunization, education, importance of bank account etc.
- Awareness Programme for Voter Identity Cards.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	2.5 acres	-	College fund	2.5 acre
Class rooms	21	-	College fund	21
Laboratories	13	-	-	13
Seminar Halls	02	-	College fund	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	02	01	College fund	03
Value of the equipment purchased during the year (Rs. in Lakhs)	Rs. 2,31,563	4,45,000	College fund	6,76,563
Others (Equipments and Gadgets)	Rs.23,69,846	14,78,544	UGC+College Fund	38,48,490

4.2 Computerization of administration and library

Yes

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	17343	1706372	365	147475	17708	18,53,847
Reference Books	572	1528820	38	39140	610	1567960
e-Books	--	--	--	--	--	--
Journals	08	3610	01	1480	09	5090
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD and Video	--	--	--	--	--	--
Others (General Books)	7385	752397	489	174888	7874	927285

4.4 Technology up-gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centers	Computer Centers	Office	Departments	Others
Existing	58	03	04	-	-	05	47	06
Added	59	03	-	-	-	-	56	03
Total	117	06	04	-	-	05	103	09

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

* NETWORKING

4.6 Amount spent on maintenance in lakhs :

i) ICT	41089
ii) Campus Infrastructure and facilities	227799
iii) Equipments	79896
iv) Others	15221

Total: 364005

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Rules regarding the fee structure, refund of fee or security, scholarship schemes, free ships and book-bank facility were incorporated in college prospectus.
2. Information about the various societies was also incorporated in the prospectus so that the students may know about the welfare schemes related to them.
3. Students were updated about the above given information in tutorial periods from time to time.

5.2 Efforts made by the institution for tracking the progression

- Group efforts were made by the Principal and teachers to track the student s’ progression. Results of each session were computerised and then compared with the results of previous years. Teachers maintain record of each session (Semester –wise) in their respective subjects.
- Meritorious students were motivated to get higher percentage and remedial classes were held for weak students.
- Placement cell provided the regular information about career opportunities and guidance related to admission in higher classes through special extension lectures and booklets. Newspaper cuttings and pamphlets were displayed on the notice-board.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1350	71	-	-

(b) No. of students outside the state

-

(c) No. of international students

-

Men

No	%

Women

No	%
1421	100

Last Year(2008-09)						This Year(2009-10)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
878	150	-	354	-	1384	839	159	-	422	01	1421

Demand ratio 100% Dropout % 6%

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

- UGC grant was received + utilized for Free coaching classes for the preparation of Competitive Exams in the field of Banking for SC/BC/Minority and students belonging to economically weaker section.
- Extension lectures for the preparation of NET/SET, Competitive exams were arranged .
- Professional experts were invited to guide the students for admission to various courses & competitive exams.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	<input type="text" value="02"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text" value="05"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text" value="03"/>

5.6 Details of student counselling and career guidance

- Students were updated about the eligibility for the admission in different courses/career after graduation through pamphlets and newspaper cuttings displayed on notice board.
- Students were informed about all the information provided by University Employment Information and Guidance Bureau, K.U.K. and Employment Exchange from time to time.
- Students of B.A.III and B.Com III were sent to participate in the Job-fair organised by GENPACT CO in University College, Kurukshetra. Five students were selected in B.P.O.
- On 12.3.12, an extension lecture was organised on the topic Professional Courses and Communicative Skills. The main speakers were Sh. Yashpal Gupta and Sh. Mohit Gupta, Asstt. Prof. in Management, KITM, Kurukshetra
- Apart from these, Add-on-courses in the subjects—Secretarial Practice, Fashion Designing and Counselling and Psycho-Therapy were run in the college to provide vocational guidance to the students.

No. of students benefitted

5.10 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	50	05	-

5.11 Details of gender sensitization programmes

1. On 8.8.2011, an extension lecture was organised jointly by Women Cell and Red Cross Society.

On the occasion of ‘World Breast Feeding Week’ in association with Rotary Club Inner wheel, Kurukshetra to guide the students on various issues related to health and gender sensitization. Reputed doctors of the city addressed the students and satisfied their queries.

2. Legal Literacy Cell and Women Cell Jointly organised an extension lecture on 17.9.2011 on Gender Sensitisation and laws relating to that Dr. Suman Gupta Deptt of Law ,K.U.K was the main speaker.
3. On 5.10.11, our students participated in Inter-college essay writing Competition organised by Women Cell, Hindu Girls College, Jagadhari on various Women related issues and bagged Ist prize.
4. Slogan Writing Competition was organised by Women Cell, Legal Literacy Cell and Red Cross Society jointly on women related topics.
5. On 25.1.12, our 150 students participated in Chetna rally organised by the Govt. On National Voter Day to create awareness among women voters to cast their votes.
6. On 21.3.2012 our students participated in essay writing competition organised by D.A.V.P.G. College, Karnal.

5.9 Students Activities

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

State/University level National level International level

No. of students participate in cultural events

State/Inter zonal level National level International level

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

Sports: State/University level National level International level

Cultural: State/University level National level International level

5.12 Scholarships and Financial Support

	Number of students	Amount (Rs)
Financial support from institution (fee concession)	01	2164
Financial support from government	98	395340
Financial support from other sources	24	67,800
Number of students who received International/Scholarship		

5.11 Student organized / initiatives

Fairs: State/University level	<input type="checkbox"/>	National level	<input type="checkbox"/>	International level	<input type="checkbox"/>
Exhibition: State/University level	<input type="checkbox"/>	National level	<input type="checkbox"/>	International level	<input type="checkbox"/>

5.12 No. of social initiatives undertaken by the students

<p>No of social initiatives undertaken by the students:--</p> <ul style="list-style-type: none"> • On 25.1.12, our 150 students participated in “Chetna rally” organised by the State Govt. to make the society aware about the importance of casting their votes. • On 13.8.11 Sadbhawna Diwas was celebrated. Students collected and sent Rakhis to Defence personnel to express their Sadbhawna towards Indian Army. • Quomi Ekta Week was celebrated from 19-25th Nov. 2011. Students raised funds to send it to National Foundation for the communal harmony, Govt. of India for the rehabilitation of the children suffering from the effects of riots and natural calamities. • One day NSS Camp was organised on 8th Feb, 2012 at Prabhu Dayal Polytechnic Barana to initiate cleanliness and discipline. • In Nov. 2011, NSS Volunteers launched a signature campaign against female foeticide.
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5.13 Major grievances of students (if any) redressed: _____

Grievances Reported	Redressed
Inconsistency in the availability of safe drinking water.	Old water purifiers were replaced and got serviced to ensure safe drinking water.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision -> To empower the young women of rural and urban area through Vedic and modern value based higher education by meaningful teaching, research, co-curricular and community activities.

Mission ->

- To prepare broadly educated citizens with logical and inclusive outlook.
- To develop leadership qualities and self-awareness among the girl students.
- All round development (ethical, social, cultural and physical) of girl students.
- Imparting excellent instructions after surveying rural conditions of nearby areas to make the students face challenges in a rapidly changing world.

6.2 Does the Institution has a Management Information System

Yes, the institution has a management information system.

The Management, Principal, Faculty and IQAC work together to formulate and implement the policies and plans for the assurance of quality in higher education and evolving strategies for academic growth within the parview of the university and govt. regulations. These policies, plans and strategies are implemented through various committees for the smooth working of the institution and reported to the authorities.

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

6.3.1 Curriculum Development

Our institution strictly follows the curriculum framed by the affiliating University. However, our faculty members contribute in the designing and changing the curriculum as the members of Board of Studies in different subjects.

6.3.2 Teaching and Learning

- Innovative practices in teaching are followed like audio visual aids.
- Participative learning is emphasized.
- Multimedia technology is used.
- Lectures through EDUSAT

6.3.3 Examination and Evaluation

Our institution strictly follows the guidelines relating to examination and evaluation as and when issued by the affiliating university. In the session 2009-10 semester system and internal assessment system was introduced by the University in B. Com, BTM and PG classes.

- For the smooth conduct of examination, an examination committee has been constituted at the college level which conducts home exams, semester/annual exams as per the schedule provided by the university.
- Total transparency is observed in the internal assessment and evaluation is done on the basis of class-tests, assignments and regularity of the students in the classes.
- Answer-books of annual/semester exams are evaluated through on-the spot marking system for which evaluation centre has been established in the college.

6.3.4 Research and Development

- Faculty members are encouraged to take up minor or major research projects.
- Staff members are allowed study leave to complete their doctoral studies.
- Staff is encouraged to contribute in the research area by getting their research articles published in reputed journals.
- Staff is constantly encouraged and allowed to attend and organise seminars, workshop and conferences at National and State level and upgrade their research work by presentation of papers.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library And ICT

- Internet facility and CCTVs are installed in the campus.
- Totally computerised reference library with rare manuscripts and books on Swami Dayanand Saraswati and Arya Samaj to facilitate the research on Arya Samaj.

Physical infrastructure

- To increase the big class-rooms for commerce faculty.
- To renovate and update all the laboratories with latest equipments.
- To purchase various ICT equipments for functional efficiency.
- To strengthen the library resources and infrastructure by purchasing new books.

6.3.6 Human Resource Management

Organize faculty development programs, Computer training, personality development, skill-oriented programs, workshop/ seminar.

6.3.7 Faculty and Staff recruitment

Strictly adheres to the norms of DGHE, UGC and KUK.

6.3.8 Industry Interaction / Collaboration

- Placement cell ties up with other educational institutions and Universities for campus interviews of the students.
- Placement officer contacts the HRM of nearby industries and the bio-data of the students is sent to them for their placement as per mutual suitability.

6.3.9 Admission of Students

- Rules and guidelines relating to admission and seats issued by the affiliating university KUK are strictly adhered to.
- The detailed information relating to the admissions was incorporated in the prospectus.

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none">• Maternity Leave• Earned Leave & Casual Leave• Provident Fund/ Pension Scheme as per UGC guidelines• Cafeteria facility• Study Leave for higher education & Doctoral Degree.• Health Checkups & Emergency Medical Care.
Non teaching	<ul style="list-style-type: none">• Pension Scheme/ Provident Fund Facility• Leave facility• Cafeteria facility in the college• Uniform is provided to the fourth class employees• Interest free loan is given to employees.
Students	<ul style="list-style-type: none">• Freeships for Merit holders and sports students.• Merit-cum means scholarship• Book Bank facility• Payment of Admission fee on instalment basis• Free health checkups.• First Aid and Emergency Medical Care.• Moral and Social Counselling• Special Scholarship schemes for SC/ BC students• Different Add-on courses for generating vocational skills.

6.5 Total corpus fund generated

12,63,400/-

6.6 Whether annual financial audit has been done

Yes	√	No	
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6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			Yes	
Administrative			Yes	

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

- NA

For UG Programmes

Yes

No

For PG Programmes

Yes

No

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

NA

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

NA

6.11 Activities and support from the Alumni Association

- The useful suggestions from Alumni were taken in the Alumni Meet for making further improvements in curriculum, teaching, learning and infrastructure.
- Alumni who are well settled in their careers were invited to motivate our students to join in their respective fields like banking, teaching, self-entrepreneurship etc.

6.12 Activities and support from the Parent – Teacher Association

Parents support various programmes like gender sensitization, female foeticide, women safety and security etc. They do participate and address our students in such programmes organized by the college.

6.13 Development programmes for support staff

The support staff was made aware about the importance of cleanliness, Health & Hygiene during the camps organized by NSS.

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

Efforts are taken

- Tree plantation was done to make the campus green.
- Cleanliness drive was taken up from time to time.
- Students were persuaded not to use poly bags.
- Water Conservation set up was established in the College Campus.

Criterion – VII

7. Innovations and Best Practices

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

- Honorary counselling to students and community regarding various social, political and legal issues through NSS camps, Women Cell and Legal Literacy Cell along with faculty of Psychology Deptt.
- Personal attention to students through tutorials so as to ensure safety of the students in the institution.
- Modernisation of teaching through the use of smart-boards and LCD projectors/visual techniques.
- Lectures through EDUSAT.
- Use of problem solving approach to redress the student’s grievances.
- Computer training to teaching and non-teaching staff.

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

Plan of action	Action taken report
1. To start new curriculum/programme in Sciences.	1. Proposal for new course in Science stream was sent to the university authorities for approval.
2. To organize FDP for skill development of faculty.	2. FDP was organised.
3. (i)To construct new computer labs. (ii)To purchase various ICT equipments for functional efficiency.	3. i) 03 new computers labs were constructed. ii) 59 new computers were purchased.
4. To organize community service programmes.	4. Various community service programmes were organized. (As in 2.15)
5. (i) To arrange free coaching classes for SC/BC, minority and economically backward students for the preparation of competitive exams. (ii) To arrange remedial classes for various subjects.	5. i) Free coaching classes were held (ii) Remedial classes various subject were held
6. To arrange extra-curricular activities for the overall development of students.	6. Various extracurricular activities were organized by various societies throughout the year. (As mentioned in 2.15)
7. To organize extension Lectures on various aspects.	7. 10 Extension lectures were organized covering various aspects.
8. To ensure maximum participation of faculty in Seminars/Conferences/ Workshops & to presents papers.	8. Faculty attended 9 National and International Level conference and seminars and presented 7 research papers.

9. Strengthen Library resources.	9. 892 Books and one new journal were added.
10. To purchase new equipments as per requirement.	10. One Generator was purchased to meet the increased requirement.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

1. **Education and Awareness are the tools of Women empowerment .**

Society needs to enhance its efforts for women empowerment and to boost the progress being made by women. It is society's constitutional and moral responsibility to confirm women's progress by giving them equal opportunities and rights. Our Institution lays more emphasis on overall personality development of students.

Goals:-

Best practice I

1. Women empowerment through value based education.
2. To develop social consciousness.
3. To create awareness about their rights.
4. To make them good citizens.
5. To make them self dependent and sensitize them for their career and security.

The Context:

Our Institution portrays the ideals of Swami Dayanand Saraswati ji. He advocated equal rights for women such as right to education and reading of Indian scriptures. Present day scenario demands economic independence of women through education.

The Practice:

NSS, NCC, Women cell, Legal Literacy Cell is dedicated to provide their services and counseling to girl students.

Few practices:

Awareness programmes like organizing rallies on Female foeticide, PNDT Act, Anti Dowry Slogans, knowledge about vote, ethical voting, importance of democracy, legal awareness about Laws, Rights and Duties.

Slogan and Poster competitions, inviting essays, Poem Competitions on social, practical and legal issues.

Social , political, legal and Health awareness campaigns are organized.

Problems encountered:

Most of the students & women in society belong to poor socio economic background and belong to rural areas. So many problems are encountered due to

1. Lack of awareness.
2. Low literacy rate.
3. Orthodox mindset.
4. Conservative society.

Resources required

1. More of professionals are required to impart training.
2. Conveyance facility (so as to reach the community).
3. Experts/ counsellors from different fields are required.

2. Emphasis on morality- perspective and multidimensional approach

Students are the future of India. The future of a country depends on the moral values imparted to them in their student life. Our institution tries to appraise the students to the wider aspects of morality and its much dimensional effects. Moralities are neither religion nor spirituality. It denotes values. They are made to grasp the things so that their life style and social approach should not be based on religious dogmas but their life style should be value based

Goals:

1. To empower the students through value based education.
2. To develop constructive, positive and scientific approach towards life.
3. To adopt spiritualism as a way of life.
4. To prepare the students fight against social evils.
5. To inculcate patriotic feelings among students.

The context

Swami Dayanand ji's mission was not to start or setup any new religion but to ask human kind for universal brotherhood. Swami ji founded Arya Samaj enunciating the ten universal principals as an ode for Universalism. Swamiji had a scientific approach towards morality.

The Practice

'Hawan' is regularly performed in our institution. Students, teachers and non-teaching staff is systematically trained from time to time by organizing workshop on Vedic Sanskriti Vedic Chintan and about the importance and need of moral values.

In Yajna, the light from the flame of the fire is a symbol of knowledge replacing ignorance. Enlightenment of mind is enhanced by the act of chanting mantras. This form of prayer not only brings peace to the soul but its daily (weekly) repetition is also an act of mental concentration that enables the mind to memorise the wisdom contained in the vedic mantras.

The desire to improve the environment is not just for the personal good but for the good of all, fostering a spirit of universal good.

Few practices:

1. In Inter-college Debate and Declamation contests, special prizes on topics related to Arya Samaj are given.
2. Tests are conducted on moral values (Arya Gyan Preeksha is conducted every year)
3. Workshops are also conducted related to moral education.
4. In tutorial periods, teachers counsel the students regularly on various moral issues.

Counselling: - extension lectures are organized for the overall multidimensional personality development of students to make them good human beings.

Evidences of success

- Morally strong students.
- Stable, patient, well mannered
- Improved concentration.
- Increase in confidence
- Spreading the ideals taken from our institution, by practicing in their individual as well as professional life.

Activities:

In tutorial groups teachers always interact with students, listen to their difficulties and problems which they face either in family or society and try to counsel them. In this age of consumerism and competition, they are told to be stable and patient in their life.

Problems encountered:-

In today's world students do face difficulties/ problems at social/ professional level which distracts them. There is a wide gap also in the mindset of rural and urban people. They became imbalanced due to.

- Unnecessary competition.
- Lack of financial resources.

- Fear of unemployment
- Pressure of higher studies.
- Role of media
- Increasing materialism

Resources required

1. Mindset to control/ limit their needs.
2. More means in practice to give them social security (Sense of security)
3. Counselling from time to time to follows straight path. ‘There is no shortcut to success.’

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

Eco- club has been established in our college to make the students aware about environment protection. Besides this club, NSS, NCC unit and various other societies also organize different activities from time to time to encourage the students to keep the environment clean and green. ‘Environmental studies’ is taught as a compulsory paper for the students of all classes e.g. BA, B. Com, BTM & B. Sc. so that students can be aware of problems of environment pollution. Moreover, Havan Yajna is also performed every Monday to keep the campus environment pollution free.

Activities performed during the year 2011-12

1. On 16-07-2011, tree plantation was done in the college campus on the occasion of VAN MAHOTSAVA by NSS Unit. The cadets planted the trees & they were given fruit saplings.
2. A declamation contest was organized by Economics Association on 16-09-2011, in which students shared their views on the topic ‘Sustainable Development and Environmental Degradation’ due to economic development.
3. On 24-09-2011 on the occasion of NSS day, a Slogan Competition was organised on the topic ‘Water Conservation’, ‘Blood Donation’ etc.
4. A one day camp was organised in College Campus by NSS Unit on 23-09-2011 in which 172 students participated, contributed to clean the college campus.

Besides these activities, the paper ‘Environmental Studies’ is taught as a compulsory paper for the students of all classes eg. BA, B. Com, BTM & B. Sc. so that students can be aware of problems of environment pollution. Moreover, Havan-Yajna is also performed every Monday to keep the college campus pollution free.

7.5 Whether environmental audit was conducted? Yes No

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

Strengths:

1. Dedicated, hard- working and Meritorious faculty.
2. Co-operation among faculty members.
3. We organise extra- curricular activities besides academic activities.
4. We always have better results as compared to KUK (locally situated) affiliating University.
5. Students have the opportunity to attend lectures of eminent Resource Persons of National and International repute.
6. Monthly planning of syllabi of all subjects. We enrich syllabus by providing background information in details.
7. Assignments and regular class tests are so devised to dispel the examination fear of students.
8. Proper utilisation of limited space.

Weakness:

1. Shortage of space. No separate rooms could be allotted to each department.
2. Lack of technical support staff.
3. Students intake of comparatively lower academic performance due to Kurukshetra University being local.
4. Students from rural background are not well aware of latest knowledge.

Opportunities:

- New and relevant courses can be started.
- Only Girls College in the vicinity.

Threats:

1. More competition as the number of educational institutions is increasing.
2. Lengthy syllabi are to be completed in short time due to semester system. With students of less calibre, it becomes all the more challenging.
3. Frequent changes in curriculum.
4. To keep up with latest technology.
5. Students of high merit prefer University being situated locally.

8. Plans of institution for next year

To organise community service programmes

- To construct new labs and rooms for new courses (science stream).
- To organise Seminars, workshops and FDPs for faculty development.
- To organise extension lectures on various aspects.
- To purchase various ICT equipments for quality enhancement in teaching learning process.
- To organise community service activities.
- To increase library resources.
- To take feedback from various stakeholders for further improvement in quality of teaching learning process in a more systematic manner.
- To ensure maximum participation of the faculty and students in Seminars/Conferences /Workshop of State, National, International or Institutional level.
- To organise co-curricular and extracurricular activities for the overall development of students.
- To organise more educational Tour for students.

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

(Annexure-I)
2011-2012

CULTURAL ACTIVITIES CALENDER

Sr.No.	Month & Year	Society/ Association	Proposed Activities	Proposed week
1.	July,2011	Arya Yuwati Parishad NSS NSS,NCC	Inauguration of Session by Hawan Van Mahotsav Enrollment of NSS Volunteers, NCC Cadets	3 rd week 3 rd week Last week
2	August,2011	NSS NSS NSS NSS NCC Arya Yuwati Parishad NSS	A Talk on Health Sadbhawna Diwas Celebration Declamation contest Independence Day Celebration Yogiraj Shrikrishan Janamotsav Voter ID Awareness Campaign	2 nd wek 3 rd week 3 rd week 3 rd week 3 rd week Last week
3	September,2011	Mathematics society Economics Society NSS NSS Women Cell & Legal Literacy Cell	On the Spot Essay Writing Competition Interclass Distt level Declamation Contest One Day Camp at College Campus Slogan Writing Competition Extension lecture	1 st weejk 3 rd week Last week L.week Last week
4	October,2011	Sports Committee Red Cross Society, Legal Literacy Cell, Women Cell, Functional English Society	Inter College Volleyball competition Slogan Writing Competition Interclass Extempore, Quiz Contest Skit Competition	1 st week 1 st week 3 rd week
5	November,2011	English literary Society NSS,NCC Poli.sc. Society Psychology Society Commerce Association Computer Vocational Association Sanskrit Society NSS NSS	Poem Writing Competition, Essay Writing & Short Story Competition Signature Campaign Against Female Foeticide Debate Competition Quiz Competition Creative Advertising Competition Powerpoint Presentation Competition Extension lecture Extension Lecure Qaumi Ekta Diwas	3 rd week 2 nd week 3 rd week 2 nd week 2 nd week 3 rd week 3 rd week Last week 3 rd week
6	Deceember,2011	Pol.Sc. Society Women Cell	Debate, Poster Making & Slogan Writing Competition(Distt Level)	2 nd week

7	January, 2012	NSS NSS, NCC Pol. Sc. Society Woment Cell	Extension Lecture on Raksha Abhiyan Republic Day Celebration National Voter Day Celebration (Chetna Rally)	3 rd week
8	February, 2012	NSS Arya Yuwati Parishad & Woment Cell NSS Sports Committee	Inter College Declamation & Poetical Recitation Competition One day camp & Cultural event Annual Athletic Meet	1 st week 2 nd week
9	March, 2012	Career corner & Placement Cell Fashion Designing History Society Alumni Association	Extension Lecture on Career Opportunities Fashion Show Essay Writing Competition On Shaheedi Diwas Alumni Meet	2 nd week 3 rd week Last week Last week

(Annexure-II)

Analysis of feedback from stake holders in %age (2010-11)

Students

	V. good	Satisfactory	To be improved
Teaching and learning	13	72	15
Healthy practices	26	54	20
Infrastructure	25	60	15
Student's support services	9	72	19
Extension/ co-curricular activities	75	17	8

Alumni

	V. good	Satisfactory	To be improved
Teaching and learning	14	72	14
Healthy practices	16	76	8
Infrastructure	16	72	12
Student's support services	16	73	11
Extension/ co-curricular activities	65	20	15

Parents

	V. good	Satisfactory	To be improved
Teaching and learning	19	73	8
Healthy practices	19	75	6
Infrastructure	57	36	7
Student's support services	12	69	19
Extension/ co-curricular activities	72	20	8