



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		MARKANDA NATIONAL COLLEGE
Name of the head of the Institution		Dr. Ashok Kumar
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01744240173
Mobile no.		9416144789
Registered Email		mncshahabad@yahoo.co.in
Alternate Email		mncshahabad@gmail.com
Address		SECTOR 1, URBAN ESTATE, LADWA ROAD, SHAHABAD
City/Town		Kurukshetra
State/UT		Haryana
Pincode		136135

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Semi-urban			
Financial Status		Self financed and grant-in-aid			
Name of the IQAC co-ordinator/Director		Dr. Jawahar Lal			
Phone no/Alternate Phone no.		01744240152			
Mobile no.		9466435456			
Registered Email		laljawahar456@gmail.com			
Alternate Email		mnciqac@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		<a href="http://mncshahabad.com/igac/aqar/">http://mncshahabad.com/igac/aqar/</a>			
4. Whether Academic Calendar prepared during the year		Yes			
if yes, whether it is uploaded in the institutional website: Weblink :		<a href="http://mncshahabad.com/academic-calender/">http://mncshahabad.com/academic-calender/</a>			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	B	2.44	2019	01-May-2019	30-Apr-2024
1	B	73.00	2003	21-Mar-2003	20-Mar-2008
6. Date of Establishment of IQAC			20-Apr-2004		
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	
Workshop		30-Mar-2019		60	

	1	
Motivational Lectures	05-Sep-2018 1	322
Professional First Aid training camp	20-Sep-2018 2	30
National Seminar	06-Feb-2019 1	105
National Seminar	02-Mar-2019 1	80
National Seminar	03-Nov-2018 1	60
Financial assistance to faculty	01-Jul-2018 365	10
Awareness on e-transactions	12-Sep-2018 1	150
<a href="#">View File</a>		

**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
<b>No Data Entered/Not Applicable!!!</b>				
<b>No Files Uploaded !!!</b>				

<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	Yes
Upload latest notification of formation of IQAC	<a href="#">View File</a>
<b>10. Number of IQAC meetings held during the year :</b>	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No

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

1. The college got accredited on 01 May 2019, which was due for a long time since 2008 as a result of the collective effort of IQAC, Principal, Managing Committee of M N College, Teaching, Nonteaching staff and students 2. A workshop on

Intellectual Property Rights for students, teaching staff from M N College and other colleges was organized on. 30.03. 2019. 3. In a step to motivate the faculty members for research, a proposal for reimbursement of the registration fee paid by faculty in conferences, seminars, and workshops within and outside the college was put forward by IQAC which was approved by the principal and the managing committee. Most of the faculty members of the college have been benefited by this facility. 4. Scholarship Policy/ partial and full fee concession for needy and fatherless students were proposed by IQAC and 76 students have benefited due to this initiative. 5. Staff members of the college Visited schools to make the students aware of the programs, courses and scholarship policy of the college, this was started after the proposal of IQAC during IQAC regular meetings.

[View File](#)

**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	Achievements/Outcomes
<p>Celebration of important days like Birth and death anniversary, Independence and Republic day, Hindi Divas, Haryana day, UNO day, Flag Day, Youth Day, Women Day and Science Day to make the students aware regarding Truth, Righteous conduct, Love, NonViolence and peace) national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties</p>	<p>1. Staff and students paid tribute to Indian soldiers on the occasion of Vijay Divas on 26.07.2018. 2. Staff and students paid tribute to Dr. A P J Abdul Kalam on 26.07.2018 on occasion of his third death anniversary. 3. Independence Day was celebrated on 15.08.2018. (Number of participants 200) 4. International Youth Day was celebrated in college on 11.08.2018 and 28.08.2018. 5. Teacher’s Day was celebrated on 05.09.2018. Dr. Y P Mehta was the chief guest and he also delivered two wonderful lectures on class teaching and learning one each for students and teachers. 6. Hindi Divas was celebrated in college in collaboration with Haryana Sahitya Academy, Panchkula, About 100 students participated in this event and two competitions of poetry recitation and declamation were organized. 7. National Integration Day was celebrated on 31.10.2018 in the memory of Shree Sardar Patel. 8. Flag Day was celebrated on 29.11.2018. 9. National Youth Day - Swami Vivekanad Jayanti” was celebrated on 12.01. 2019. Number of participants 200) and staff members. 10 Republic Day was celebrated on 26.02.2019. All staff members and 21 students attended the programme.</p>
<p>In order to update the student for recent development related to ART/SCIENCE/COMMERCE, there should be organization of workshop/seminar/</p>	<p>1. One day National Seminar on “Post colonialism and beyond: The theory and practice” was organized by English Department on 18.02.2019. (No of</p>

<p>conference etc.</p>	<p>participant 110) 2. One day National Seminar on "Role of Academic Libraries and Impact of I.T. on Formal and Informal Learning" was organized by college on 02.03.2019. No of participants 100) 3. One day National Seminar on "Emerging Trends in Physical and Chemical Sciences in Modern Era" was organized by Science department on 03.11.2018. No of participants 66) 4. A HSCST sponsored National workshop on the topic need of IPR Awareness in Higher Education Institutions in current Scenario" was organized by IQAC on 30.03.2019.</p>
<p>For holistic development of the students, there should be organization of Speech declamation contest/ Talent show with different activity</p>	<p>A Talent Search Competition was organized on 24.08.2018 and 25.08.2018. The main events of this show were Rangoli Making, Slogan Writing, Poetry Recitation, Declamation, Quiz, Singing, Dancing, Musical Instrument Playing competitions.</p>
<p>Apart from regular curriculum delivery quizzes/educational trips and tours/ extension lectures on different topics within and out of the prescribed syllabus/ education or Business fair/ Youth Parliament for the students</p>	<p>1. Intra college Mathematics Quiz was organized by Mathematics Department on 01.08.2018. (No. of participants 36). 2. Inter college NCC quiz was organized by NCC unit of the college on 07.09.2018. 3. Intra college and Inter college PPT competition was organized by Mathematics Department on 24.09.2018. 4. 15th National Youth Parliament was organized by Ministry of Parliamentary Affairs, New Delhi on 22.10.2018. About 55 students participated in this event. 5. Video films related to syllabus of BA were shown by English Department Named "The Monkey's Paw" , "Intonation" and "Before Breakfast" on 11.01.2019 , 28.02.2019, 06.02.2019. 6. A Paper Reading Competition was organized on 25.02.2019 by English Department. (Number of Participants 15) 7. An extension lecture on the topic " Fun with English" was organized by English department on 31.01.2019. 8. Inter Class Science Quiz was organized by Physics and Chemistry department on 24.01.2019. 9. An extension lecture on the topic " Role of Electrochemistry in Daily Life" was organized by Chemistry Department on 19.01.2019. 10. State Level Prof. Rajeshwar Shokh Memorial Poetry Recitation Competition was organized in college on 06.03.2019. 11. Inter college Science Quiz was organized by Science department on</p>

	27.02.2019. 12. A Group Discussion and PPT presentation was organized by Commerce Department on the topic "HSI IDC" on 12.02.2019. 13. An extension lecture on "Basics of Nanoscience Technology" was delivered by Prof. Neena Jaggi on 27.03.2019. 14. An extension lecture on "Financial Modeling " by SH. Kapil Bhateja (C.A.) IIM, Lucknow was delivered in sept. 2018.
For comfort of students admitted in degree classes, A revision/Bridge course and Orientation course for Ist year students	. A one week revision cum Bridge course classes before orientation Programme on 30.07. 2018 for newly admitted student was conducted.
Timely and effectively starting of regular classes so that students and teachers get sufficient time to cover the curriculum related to their program.	Regular classes for all program and courses started from 13.07.2018 as per affiliating University calendar and academic calendar of the college.
<a href="#">View File</a>	

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 ?	Yes
Date of Visit	17-Apr-2019
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	16-Feb-2019
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

College receives the curriculum from the affiliated university i.e Kurukshetra University, Kurukshetra and follows the curriculum formed as per the guidelines of University Grants Commission, approved by the Board of Studies of the university for schedule and rules of admission, registration etc. M.N.College

has a clear focus on quality education to all. In order to achieve this goal, a well-planned step-by-step process is framed and implemented. Pre-Session Procedures:- 1. The feedback and updates are taken from the university about the syllabus, changes attendums if any applied on the existing curriculum and syllabus. 2. The concerned teaching staff is provided with academic curriculum for their comments and clarifications, if any. 3. The curriculum design offers a wide range of subjects to fulfill the diverse needs of local and regional learners and is uploaded on the website of the college as per the instructions from the university and DGHE (Director General Higher Education) Haryana. Commencement of the Session:- 1. Every year an Orientation Course is organised in the college for the fresh students. During this course, all the new students of the college are informed in detail about the working system and study plan in the session of the college and the University. The examination pattern and tentative schedule are also explained to them. 2. The complete information about time table, adjudged teaching staff and allocation of classrooms is given to students orally and is displayed on Notice Board. 3. Complete Lesson Plans of each subject and each teacher are conveyed to the students and uploaded on the website of the DGHE and M.N. College. 4. For effective implementation of the curriculum, each faculty gives two assignments and one unit test in each semester which is mandatory for all students. In addition to it the students are taken into learning stream through class tests, assignments, surprise tests, black board tests. The unit tests are the full rehearsal of final examinations in which students get a feel of semester examinations. 5. Emphasis is also laid on Industrial Visits, Extension lectures by experts, Seminars and Educational tours during the session. 6. To compete with the technological demands of the modern era, the college insists the faculty members to follow innovative pedagogy of teaching methods such as internet, e-notes and LCD Projectors apart from traditional Chalk and Talk method. To expatiate the art of ordinary, the literature department handles the lectures in eloquent and impressive way. 7. The institution assists in the implementation of the curriculum by implementing/following all the decisions of Governing Body meetings, staff meetings, departmental meetings etc. 8. To that end, IQAC has been entrusted the responsibility to collect and analyze the data from the students, teachers and the non-teaching staff and submit reports to the Principal and convener of the IQAC. The IQAC considers the report to be the chief indicator of performance and uses it to measure the achievements of the college in the context of the stated academic objectives 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
Nil	NA	02/12/2019	0	0	NA

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	Nil	02/12/2019
No file uploaded.		

#### 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
BA	NA	02/12/2019

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

	Certificate	Diploma Course
Number of Students	0	0

**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
Environmental Studies	02/07/2018	363
Computer Awareness Level-1	02/07/2018	273
ICT	02/07/2018	18
Retailing	02/07/2018	19
PG Diploma in Yoga	02/07/2018	16
No file uploaded.		

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	Nil	0
No file uploaded.		

**1.4 – Feedback System**

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
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
<p>Markanda National College has an effective feedback procedure to collect the feedback from various stakeholders such as students, teachers, alumni and parents. The feedback thus received is appropriately analyzed and implemented. Every stakeholder is encouraged to share their honest opinions about the course contents and teaching methodologies. Their valuable suggestions are collected through a questionnaire encompassing various aspects including curriculum design, support services through library and administration. Institute through IQAC maintains quality and quality enhancement measures. The IQAC. analyses the feedback and efforts are made to address every stakeholder's suggestions with a positive Outlook. The college makes sincere efforts to such as conducting seminars, workshops, discussions, etc. to elicit feedback from teachers, parents, students and alumni. Besides, National and International Faculty are routinely invited to participate in various seminars, workshops, conferences etc. organized by different departments of the college. Discussions with these illustrious invitees revolve around a fare evolution of our curriculum in order to recognize the strengths and finding methods for their reinforcement. Regular meetings of the Heads of Departments with the Principal, also provide the</p>



platform for feedback and interaction. Various means- feedback from academia, alumni and the students Workshops, Seminars Conferences etc guidance and suggestions from peer, etc. are utilized to identify the needs for revision of the syllabus. Alumni and parents teacher meeting (PTMs) are organized regularly by most of the departments. Due emphasis is being given on the importance of interdisciplinary approaches and methodologies with a view to sharpen the overall skills of the students. A direct thrust is visible in course curriculum on issues like Gender equality, Population Control, Social Justice and Environmental Protection, etc. In supervision of I.Q.A.C., various departments and committees reinforced the curriculum by incorporating update information and social issues. The I.Q.A.C. has been infusing a sense of belongingness into the entire teaching faculty of the institution. The functioning of various committees of the college strengthens the quality sustenance and enhancement measures to ensure the effective development of curriculum. The college makes efforts to integrate socially relevant issues into curriculum with the help of different cells functioning in the college like NCC, NSS, Women Cell, Career Guidance Cell, SC/ST/OBC Cell. I.Q.A.C. has been organizing faculty development program every year to enhance the professional competency and teaching pedagogy of the faculty.

## 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
PG Diploma	Yoga	40	58	16
MA	English	40	50	4
BCom	General	80	200	79
BSc	NM and CS	100	50	28
BA	General	320	400	256

No file uploaded.

### 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
2018	834	29	27	3	30

### 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-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
21	21	10	2	2	4

[View File of ICT Tools and resources](#)

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

The College is concerned about holistic development of its pupils. Student mentoring is very much required to morally uplift students from the humble background. The college has adopted this practice on a serious note in order to bridge the communication gap to anchor the students on cognitive and emotional level. The main objective of the practice is to provide freedom to the students to approach faculty members in a free and fair manner. This practice brought to fore many personal problems of the students and the college has pitched in to mitigate the issues to the extent possible. The IQAC allocates mentors of various classes and the students are communicated through notices. The topic of the mentorship class is communicated well in advance among mentor and mentees. The students are given enough time to come prepared in advance to speak out their mind on the selected topic. Almost each Saturday of working day in a week is delineated for mentorship classes of one hour duration. The topic of the class is assigned keeping in view holistic development of students viz. communication skills, time management, career, environment, moral values, ethics, prevention of drug abuse, political, gender-equality, psychological, spiritual etc. The mentors are in touch with mentees in order to identify strengths and weaknesses in all fields. The mentors make sure to bring forward the students and motivate them to speak in front of mentorship group. The following outcomes are assessed through mentorship program: • It helps to identify hobbies and fields of students. • It is a mechanism to motivate students. • It helps to understand the academic and psychological needs of students, which eventually leads to guiding them accordingly. • It helps to conduct regular counselling sessions for building discipline among students. • To encourage students to actively participate in multi-skilled activities such as curricular, co-curricular and extra-curricular. • The feedback is taken at the end of the mentorship sessions.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
863	21	863:21

**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
24	23	1	0	14

**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
2018	Dr. Ashok Kumar	Principal	Shahabad Gourav Samaan
2018	Dr. Ashok Kumar	Principal	Appreciation Letter
2019	Dr. Amit Kumar	Assistant Professor	Best Paper Award
No file uploaded.			

**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
No Data Entered/Not Applicable !!!				
<a href="#">View File</a>				

### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The evaluation of learners is a practice which determines the methods and measures to evaluate understanding of learners in an academic institute. The College is following the evaluation methodology of Kurukshetra University, Kurukshetra. Hence, the rules and regulations of Kurukshetra University, Kurukshetra are implemented with regard to evaluation system and it forms an integral part of teaching-learning process. The University conducts semester end examination of 80 total marks and provides 20 of total marks assessment to be conducted at College level on the basis of 5 marks for attendance, 10 marks for two assignments and 5 marks for internal class test of student in each subject. The College has made its reform in evaluation system since 2017. The 5 marks of total marks assigned for class test were taken non-seriously by students and identification of slow learners was unfeasible. Hence, IQAC of the college proposed to conduct internal class test on the basis of University exam pattern. The test was allotted 1.5 hrs duration of 40 marks. Hence, this system got adopted in 2017 onwards. A structured evaluation system has been designed and implemented. The examination committee after conducting exams awards the marks on proportionate basis out of 5 marks as per University guidelines. Besides, the above system, faculty members also conduct short tests, quizzes, group discussions regularly. The internal evaluation system is transparent and effective in recognizing fast and slow learners. The award lists are displayed on the notice board before semester exams. This helps the students to assess and analyze their strengths and weaknesses and eventually improves their performance in University exams.

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

Kurukshetra University, Kurukshetra releases its Academic Calendar for UG and PG courses, which is applicable to all the affiliated colleges. It consists of schedule of commencement and termination dates of semesters along with mid-term/term-end exam dates and vacations/holidays. The College prepares its separate academic calendar also in order to improve its internal evaluation system as per customized demand. The Principal of the College under his guidance appoints a committee to prepare the academic calendar of the college. The committee members of the academic calendar communicate with the stakeholders and gather inputs. After thorough deliberations with IQAC and the Principal, the committee finalises its report in the form of Academic Calendar. The College is conducting its own mid-term exam for 40 marks on the pattern of University examination and students are evaluated out of 5 marks on proportionate basis. The Principal conducts curricular and extracurricular review meetings on regular basis to check the implementation and progress of all the activities in the academic calendar. The College is conducting mentorship classes on every Saturday basis and extra lectures are scheduled to support laggard students before university examination. The College also makes provision of competency enhancement activities like industrial visits, quiz competitions essay, writing workshop and other value enhancing programmes like water conservation drive, tree plantation, Swachhta Abhiyan, Hindi Diwas, Blood Donation Camp are also included in the schedule. Knowledge enhancement programmes like voters awareness, extension lectures along with skill enhancement programmes like business fest etc. are also promoted. To promote extra co-curricular activities talent, Finding Show, Youth Fest, Annual Athletic Meet, NSS/NCC camps are also added in the schedule. The academic calendar indicates the annual working days of faculty members, admission period, examination and evaluation period as per university guidelines. The total working days, as provided by the university are reserved for teaching work and remaining days are used for co-curricular and extra-curricular activities. Working days are strictly followed as per university guidelines.

## 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)

<http://mncshahabad.com/lesson-plan/>

### 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
BA	BA	General	114	55	48.25
B.Com	BCom	General	74	61	82.43
B.Sc	BSc	Non Medical and Computer Science	26	12	46.15
MA	MA	English	9	8	88.89
PG diploma in Yoga	PG Diploma	Yoga	15	12	80.00

No file uploaded.

## 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)

<http://mncshahabad.com/wp-content/uploads/2020/07/Student-Satisfaction-Survey-2019-20.pdf>

## 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
Any Other (Specify)	0	Not Applicable	0	0

No file uploaded.

### 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
Need of IPR awareness in higher education institutions in current scenario	IQAC, M N College, Shahabad	30/03/2019

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
Nil	NA	NA	02/12/2019	Nil

No file uploaded.

## 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
M N COLLEGE SHAHABAD, MARKANDA	HYDROPONICS	M N COLLEGE, SHAHABAD MARKANDA	HYDROPONICS PLANT	Agriculture	08/01/2019
No file uploaded.					

## 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
NA	0

## 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)
No Data Entered/Not Applicable !!!			
<a href="#">View File</a>			

## 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
NIL	0
No file uploaded.	

## 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
Fundamental solution of the system of equations of pseudo oscillations in the theory of thermoelastic diffusion materials with double porosity	Tarun Kansal	Multidiscipline Modeling in Materials and Structures	2019	2	Department of Mathematics, Markanda National College, Shahabad Markanda, India	2

No file uploaded.

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
Fundamental solution of the system of equations of pseudo oscillations in the theory of thermoelastic diffusion materials with double porosity	Tarun Kansal	Multidiscipline Modeling in Materials and Structures	2018	1	2	2

No file uploaded.

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	2	18	0	0
Resource persons	0	9	0	0
Attended/Seminars/Workshops	0	21	0	0

No file uploaded.

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
Blood Donation Camp 22.02.19	Rishi Welfare Trust	30	200
Blood Donation Camp 04.12.18	HDFC Bank	10	20
Tree Plantation	Punjab National Bank, Shahabad	35	50

[View File](#)

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
00	0	0	0
No file uploaded.			

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 activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
<a href="#">View File</a>				

### 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
Nil	0	00	0
No file uploaded.			

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	02/12/2019	03/12/2019	0
No file uploaded.					

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	03/12/2019	0	0
No file uploaded.			

## 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
20	19.19

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing

Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
Others	Newly Added
<a href="#">View File</a>	

#### 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 partially)	Version	Year of automation
LIMT	Partially	5.6.1	2015

##### 4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

##### 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	02/12/2019
No file uploaded.			

#### 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	45	3	7	3	3	4	5	10	12
Added	0	0	0	0	0	0	0	0	0
Total	45	3	7	3	3	4	5	10	12

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

10 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	<a href="#">0</a>

#### 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 incurred on maintenance of physical facilities
5	4.3	5	3.47

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)

The Physical, Academic and Support Infrastructure facilities at Markanda National College, Shahabad Markanda are augmented and maintained regularly. The major stakeholders of the College are kept in mind while planning, procurement and implementation of any types of facility. The College has a regular feature of enumerating various committees to look after development of infrastructure facilities in the College. The college has well defined mechanism and procedures to look after requirements, feasibility and economic viability of the requirement, procurement, monitoring and maintenance of assets and allied infrastructure. The recommendations of various committees are looked after by the Managing Committee of the College to approve and sanction the required facilities. After the approval of the management the required item is purchased and entered in the stock register. The Conveners of committees maintain the repair, stock verification and writing off processes. The procedures for maintenance and utilization of physical, academic and support facilities are as following: 1. Laboratory - At the time of admission, the students who got enrolled for laboratory related programmes are charged laboratory expenses as a part of semester fees, as per the guidelines of the affiliating University and DHE, Haryana. New equipment are purchased out of the charged fees and in addition to that regular maintenance amount is spent on calibration, repair and maintenance of laboratory equipments. The HOD's of respective departments supervise the record and Laboratory Technicians looks after the maintenance aspect. 2. Library - The Library committee of the college defines the policies and procedures of the MNC Library. After getting sanction from the Principal, books, databases and other resources are procured on the demand of the HOD's. The Library has well defined rules and regulations for usage, maintenance and procurement of library sources and services. The weeding out of old books takes place after due sanction of the Principal. 3. Sports Complex - The Sports ground of the College is used extensively by the bonafide students and local community. The teacher of Physical Education is in-charge of the sports complex. The College has international standard Indoor Badminton court, 200 mtr Athletic track, Volleyball ground, Basketball ground, Yoga Lab etc. The physical education students have brought laurels to the college in various sports and games held at National and International Levels. The College is open on sports facility and is supporting the young men and women to achieve their goals. 4. Computers - the College is having two computer labs with 30 computers in it. The labs are connected to BSNL wi-fi facility to provide internet access to students. The college is having browsing center at Library also where students are encouraged to access digital resources. 5. Classrooms - The College has various committees for maintenance and upkeep of infrastructure. The College has adequate furniture and electrical facility available in each classroom. The classrooms boards and furniture facilities are utilized regularly by the faculty and students. Sometimes governmental and the non-governmental organizations are utilizing it for conducting events like Election, HSSC exams, High Court Exams, Sports trainings.

**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	Institute Scholarship	76	463735
Financial Support from Other Sources			
a) National	SC/BC Scholarship from state Govt.	211	1988000
b) International	-	0	0
No file uploaded.			

### 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 implementation	Number of students enrolled	Agencies involved
Soft Skill Development	05/09/2018	50	Shiksha Plus, Ambala City, Haryana
Personal Counselling and mentoring	25/08/2018	863	Markanda National College, Shahaabd
No file uploaded.			

### 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 passed in the comp. exam	Number of students placed
2018	Career Counselling	0	50	0	1
No file uploaded.					

### 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
4	4	7

## 5.2 – Student Progression

### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	0	0	Nil	0	0
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

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	1
No file uploaded.	

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

Activity	Level	Number of Participants
Annual Athletic Meet	Institution Level	150
1.Intra Class Mathematics Quiz, 2. Inter College NCC Quiz Contest	State Level	63
Talent Show	Institution Level	80
Antakshri Programme	Institution Level	18
Hindi Divas Celebration	Institution Level	60
15th National Youth Parliament	Institution Level	55
Republic Day Celebration	Institution Level	200
Prof. Rajeshwar Shokh Memorial Poetry Recitation Competition	State Level	50
Intra College Poster Making Competition	Institution Level	10
Literary Workshop	State Level	135
No file uploaded.		

**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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Silver	National	1	0	5653	Prince
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

An initiative was taken by Haryana Govt. for developing the leadership quality in students from their college life through students elections. The provision for the constitution of the Students Council in the Colleges of Haryana was

introduced from the session 2018-19. The Student Council comprises an elected Student President, Vice-President, General Secretary, Treasure and five executive members. The Students Council is involved in several decision-making forums including administration of student discipline. The problems faced by the students regarding infrastructural facilities, academics and administrative services etc. are also put forward to college administration by Students Council. The President of Students Council also inputs suggestions during fresher assembly/orientation programme, annual function and sports meet. The Principal of the college makes it convenient to arrange meetings from time to time with Students Council to resolve the academic and administrative issues and receive suggestions to inculcate in organizing the activities of the college. The college ensures the representation and participation of students in all activities through various administrative and academic bodies/committees of the institution. The students are members of various committees viz Cultural Activities Committee, Career Guidance and Placement cell, Sports Committee, Library Committee, Alumni Association, Women Cell, Magazine Committee, Red Ribbon Club Committee, Blood Donation Committee, Red Cross Committee constituted at the start of every session. The students in these committees help the incharges of respective departments for smooth functioning and maintenance of activities. The class representatives of every class put forth their suggestions through meetings and mentorship classes. Activities run by NCC and NSS like rallies on social issues, camps etc. are governed by team incharges constituted by NCC and NSS officers. Piloting of Chief Guest by NCC cadets during functions is a regular feature of the institution. Present students and alumni are members of IQAC. They give their suggestions in planning the academic calendar and extension activities to be held in the college and help in executing the same throughout the year.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

59

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

30200

5.4.4 – Meetings/activities organized by Alumni Association :

3

### 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)

1. The Principal of the College is accountable to the Governing body, Affiliating University and to the Director General of Higher Education, Haryana. The teaching and non teaching staff nominates their representatives and they represent the staff in General Body meetings of the college held from time to time. No system can work efficiently without the participation of its human force. Hence, the college has developed a mechanism of participation, wherein, teaching, non-teaching staff and meritorious students have been given representation in decision making committees of the college. To maintain proper checks and balances, entire purchase of the college is executed in a

decentralized manner. 2. An initiative of Haryana Govt. for developing the leadership quality in students right from their college life, the provision for the constitution of the student's council in the College of Haryana was introduced from session 2018-19. The Student Council comprises of an elected Student President, Vice-President, General Secretary, and Treasure. The Student Council is involved in several decision-making forums including administration of student discipline. The college ensures the representation and participation of students in all activities through various administrative bodies/committees of the institution. 3. The senior faculty members play a pivotal role in the day-to-day functioning of the college. They are involved in the general administration of the college through various committees viz Advisory Committee, member of governing body, Staff's council etc. to ensure effective handling of classes and other issues relating to student attendance, discipline and grievances.

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

Partial

## 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
Industry Interaction / Collaboration	Field trips and educational tours for students were organized during the session in session 2019-20. A group of 24 students and teachers visited the Ion Beam Center, Department of Physics, Kurukshetra University, Kurukshetra on the occasion of National Science Day i.e. 28.02.2019. Now college is planning to focus on strengthening industry interaction and collaboration.
Human Resource Management	The role of Human Resource Management in Markanda National College is played by the IQAC of the college headed by the Principal and Management. The recruitment, employees and labour relations, reward managements and benefits systems are looked after by the Principal, Deputy Superintendent and Management of the Markanda National College, while the training and development, performance appraisal, focusing on policies and systems related to development of teachers and student are looked after by IQAC. On the basis of feedback received by teachers and students, continuous observations on college daily functioning, the IQAC makes proposals for quality improvement and places before the Principal and governing body for approval.
Library, ICT and Physical Infrastructure / Instrumentation	The access to e-pgpathshala, e-gyankosh and SWAYAM and MOOCs programs of the Government of India to make the teaching and learning process more

interactive and effective is provided by the MNC Library of M.N. College. In order to provide round the clock Wi-Fi facility with bandwidth more than 50 MBPs for the students, college is in process of purchasing and deploying internet system. The purchase of updated and new instruments in physics lab, chemistry lab, computer lab and Yoga lab is regular practice of M.N. College. The college also plans to provide the LCS for teachers to enable them to record their lectures for students.

Research and Development

Being a UG college, there is very little possibility that the teachers of the college are recognized as research supervisors. Even the rules of affiliating university do not permit it. However the college encourages the staff to apply for the research projects in various government and Non-Government agencies. In order to increase the participation of teachers in national and international conference/ seminar and workshop, the financial assistance is provided to the faculty. The teachers are appreciated/ motivated for publishing their research papers in national and international journals and proper guidance and help is provided by Principal through research committee of the college. As a result the number of publications has increased during the last few years.

Examination and Evaluation

The performance of the students is evaluated through the internal examination, assignments and the class attendance. A test of duration 1.30 hrs is conducted in each semester strictly based on the pattern of final examination. The performance of students in Sessional examination is displayed on notice board or discussed in classroom which helps the pupils to remove the weaknesses of the subject. Two assignments related to the curriculum are assigned to each student by their class teachers and evaluated by teachers and marks are shown to the students. Similarly the attendance is another important criterion to evaluate the performance of students.

Curriculum Development

Markanda National College, Shahabad is affiliated to the Kurukshetra University Kurukshetra, Haryana. The syllabus prescribed by the Kurukshetra

University, Kurukshetra is followed for all degree and PG programmes. The college does not have any liberty to modify the syllabus. However the college conducted satisfaction survey and feedback on the existing curriculum for session 2019-20 and the suggestions of the students were forwarded to university for consideration. The college ensures the effective curriculum delivery as prescribed by the university through students feedback and representations. The students can also input their suggestions/feedback online for which working page is available on website of college throughout the year.

**Teaching and Learning**

The access to e-pgpathshala, e-gyankosh and SWAYAM and MOOCs programs of the Government of India to make the teaching and learning process more interactive and effective is provided by the MNC Library of M.N. College. The teaching faculty of the college motivates students to use modern teaching-aids such as power point presentations, use of laptops, use of CDs, e-journals, DLP for curriculum delivery. The quizzes, extension lectures, seminars, Youth parliaments and workshops are organized related to the curriculum. The field trips, education tours, debates and movies shows are included in regular activity schedule in academic calendar to improve the teaching - learning experience of the students.

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

E-governance area	Details
Planning and Development	Nil
Administration	The college is planning to purchase the Academic Management system of SOFTWARE SOLUTION PROVIDER, YAMUNANAGAR for administration. Beside this the Department of Higher education Haryana is also in process of providing the Aided Management Information System (AMIS) and employee attendance system (BAS) from session 2019-20, which will help in the administration at the college level.
Finance and Accounts	The Account Department of the college uses the fee receipt system provided by the SOFTWARE SOLUTION PROVIDER, YAMUNANAGAR Since 2015. The details of

	the student fee and other funds can be organized using this software.
Student Admission and Support	The college follows the admission process of the students as per the guidelines given by the Department of Higher Education Haryana since June 2016. The students fill the online application for the admission on admission portal of Department of Higher Education Haryana. The allocation of college and courses/Programmes to an individual student is through online system. The college uses the online portal provided by DHE, Haryana with secure login ID and password for admission and student's Return. The whole admission process and support is provided to the student through online system by the college after establishing a help centre in college for all students without any fee.
Examination	For the examinations, the college follows the process defined by university. The university provides a unique ID and password for college for examination to every college. The filling of admission form, date sheet, updating of internal assessment and practical marks of the students for the various programmes and courses is made through examination portal of Kurukshetra University, Kurukshetra. The results of various programmes and courses are announced by the university on website. In this way college adopts e-governance in examinations also.

### 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
2018	Suresh Kumar	2nd International Conference on Innovation in Chemical, Biological and Environmental Sciences	Arya (PG) College, Panipat	500
2018	Siddhant	Post Colonialism and Beyond: The	M.N.College, Shahabad	400



		theory and Practice 2. Role of Academic Libraries and Impact of I.T on Formal and Informal Learning		
2018	Anita Rana	Emerging Trends in Physical and Chemical Sciences in Modern Era	M.N College, Shahabad	200
2018	Dr. Ashok Kumar	20th National Conference of Association of Indian College Principal	NS Patel Arts College, Anand	500
2018	Dr. Ajay Kumar Arora	One day National Seminar on Impact of Ranganathans Philosphy in Transforming the Libraries in Digital Era, 2. Post Colonialism and Beyond: The theory and Practice	1. Haryana Library Association 2. M N College, Shahabad	500
2018	Dr. Chuhar Singh	Two day seminar Sponsored Seminar \$ Conference: Goals and Gains	Manohar Memorial College, Fatehabad	200
2018	Dr. Amit Kumar	Nanoscience and Instrumentation Technology	National Institute of Technology, Kurukshetra	500
2018	Dr. Jawahar Lal	National Conference on Nano Structured Materials and Device Technologies	Aggarwal College, Ballabgarh (HR)	500
2018	Lalit Kumar	Role of Academic Libraries and Impact of I.T on Formal and Informal Learning	M.N. College, Shahabad	200

No file uploaded.

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)
2018	00		02/12/2019	03/12/2019	0	0
No file uploaded.						

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
UGC Sponsored Short Term Course	1	27/08/2018	01/09/2018	7
UGC Sponsored Refresher Course	1	18/06/2018	07/07/2018	18
Swayam Online course certification	1	01/02/2019	31/05/2019	90
Two Day Inter Disciplinary National workshop	1	30/03/2019	31/03/2019	2
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	10	0	5

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
8	9	4

## 6.4 – Financial Management and Resource Mobilization

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

Internal audit is conducted by Anurag Chadha and Company, Shahabad Markanda, Chartered Accountant to evaluate the financial process and maintenance of books as per the Government regulations provided by the Audit Cells of the DGHE, Haryana and UGC. The Audit Report including the observations/ remarks/suggestions raised and prepared by the internal auditing agency is placed before the Governing Body during the general body meetings for their

perusal and approval. The Audited statements are submitted to the Government for external audit in order to claim grants entitled under Grant-In-Aid pattern. External Audits are also conducted by the department of Higher Education and Kurukshetra University, Kurukshetra.

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
1. Rotary Club, Shahabad 2. Sh. Jagdish Chander Chaddah	124100	For College Development and scholarship scheme
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

1150701.00
------------

## 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	Dr. Y P Mehta, Retired Principal, S.A. Jain College, Ambala City	Yes	IQAC , M.N. College, Shahabad
Administrative	Yes	Dr. Y P Mehta, Retired Principal, S.A. Jain College, Ambala City	Yes	IQAC , M.N. College, Shahabad

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

1. Two Parent-Teacher Meets were organized in session 2018-19. A good active response was observed from parents.
--

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

1. A pair of uniforms are distributed to Group -D employees. 2. Advanced salary/ financial help given to group-D employees in an emergency. 3. Emergency Medical Aid is provided. 4. Fee concession to wards of staff.
--

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

Since the session for 2018-19 ranges from July 2018 to June 2019 and our college got accredited on 01 May 2019. So there was no time left in that session for post accreditation initiatives. However, college plans few initiatives which will be executed in session 2019-20.
---

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
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
2019	Workshop on "Need of IPR Awareness in Higher Education Institutions in Current Scenario"	11/08/2018	30/03/2019	30/03/2019	60
2018	Motivational Lectures by Dr. Y P Mehta for students and teachers on Teachers Day	11/08/2018	05/09/2018	05/09/2018	322
2018	Professional First Aid training camp for students	11/08/2018	20/09/2018	21/09/2018	30
2019	National Seminar on "Post Colonialism and Beyond: The Theory and Practice"	11/08/2018	06/02/2019	06/02/2019	105
2019	National Seminar on "Role of Academic Libraries and Impact of I.T on Formal and Informal Learning"	11/08/2018	02/03/2019	02/03/2019	80
2018	National Seminar on "Emerging Trends in Physical and Chemical Sciences in Modern Era"	11/08/2018	03/11/2018	03/11/2018	60
2018	The financial assistance to faculty	11/08/2018	02/07/2018	29/06/2019	11

	for presentation in conferences and seminars.				
2018	Information regarding Digital Transactions like e-banking, Paytm etc. to students	11/08/2018	16/10/2018	16/10/2018	50
No file uploaded.					

## 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
Woman Empowerment	11/08/2018	11/08/2018	38	32
National Youth Day	12/01/2019	12/01/2019	20	30

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
90

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	Yes	1
Rest Rooms	Yes	1
Scribes for examination	Yes	0

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
No Data Entered/Not Applicable !!!							
<a href="#">View File</a>							

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

Title	Date of publication	Follow up(max 100 words)
Code of conduct for students	01/07/2018	<p>1. Students must wear their Identity Card. 2. No entry without Identity Card. 3. Students must read the notice board daily before leaving the college to see the latest information/instructions. 4. Students must remain disciplined and show respect towards their teachers, and elders. 5. Students are advised not to roam around in the verandahs or outside the classrooms under any circumstances so as to avoid disturbance in teaching. 6. Use of Mobile Phones in the class and corridors is strictly prohibited. 7. The girls as well as the boys should come to the college in dignified and proper dress. 8. Smoking and use of drugs in the college campus is a punishable offence 9 . Keep your campus clean and green. 10. No student should take part in any strike or provoke any other students to go on strike or any illegal activity whatsoever. 11. If the teacher is on leave, the students should go to the college library quietly and read books, Newspapers/Periodicals etc. 12. Calling out any student from the class is undesirable and will be considered an act of gross indiscipline. 13. Parents must contact the office to meet their wards, as and when required. 14. Students are not allowed to bring/invite outsiders to the college premises 15. It is mandatory for all</p>

		<p>the students to be present in the college functions. 16. Students coming to college on two wheelers will not be allowed without helmets and driving license. The students using two wheelers must have the token and should park their vehicle in the parking area of the college.</p>
<p>Code of conduct for Teachers</p>	<p>01/07/2018</p>	<p>The teachers should follow the code of conduct laid down in Haryana Government Service Rules. As per UGC guidelines whoever adopts teaching as a profession assumes the obligation to conduct himself/herself in accordance with the ideals of the profession. A definitive code for this Markanda National College encompasses the following: (i) His aim should be to inspire students to generate more interest and develop a sense of inquiry in the pursuit of knowledge. (ii) Teachers must maintain ethical behaviour in professional practice. (iii) Honesty should not be compromised in research. Plagiarism is an evil that cannot be accepted at any cost. The aim should be to improve quality of research. (iv) There should be no conflict between professional work and private practice. Private tuitions should be avoided as they negatively impact upon the quality of college teaching. (v) Teachers should refrain from lodging unsubstantiated allegations against their colleagues in order to satisfy vested interests. (vi) Teachers should</p>

discharge their responsibilities in accordance with the established rules outlined by the higher authorities and adhere to the conditions of contract. (vii) Teachers should refrain from responding to unnecessary political motivations as these ruin the sanctity and smooth progress of an educational institution. (viii) Teachers should accord same respect and treatment to the non-teaching staff as they do to their fellow teachers. (ix) It may be conceded that learning has no end. It is imperative that a teacher continuously updates himself/herself in his/her field and other related ones in order to upgrade himself/herself and the student community. He/She must also acquaint himself/herself with recent methodologies and other applications. (x) A teacher must, alongside teaching, pursue research as innovation contributes to the continuous progress and development of subjects. He should involve himself/herself in seminars and conferences/workshops organization and participation. (xi) Developing new teaching strategies and curriculum as well as planning for an upgraded academic system should be an integral part of his/her professional duties. (xii) He/She shall not prevent any student from expressing his viewpoint although it may differ from that of his own. On the contrary, the student should be encouraged to



express themselves. Among other things, a teacher should accept constructive criticism. (xiii) He should try to develop an educational environment. Equal treatment should be meted out to all students irrespective of caste, creed, religion, gender or socio-economic status. There should not be any partiality or vindictive attitude towards any of them. (xiv) The teacher must respect the confidentiality of all information regarding exam affairs as well as matters dealing with colleagues and students unless legally or legitimately demanded. (xv) There should be regular interactions with the guardians of the students as this is necessary for the improvement of the students and the Institution. (xvi) The teacher will have to carry out the Institution's educational responsibilities such as conducting admissions, college seminars and so on. He must participate in extra-curricular activities of the College as in sports, extension activities and cultural programmes. This will generate a holistic development and a congenial relationship with the students. Be concerned and committed to the interests of the students as the foremost aim of the teaching profession is to educate. This attitude should be directed towards the specific needs of each student. They should be conscientious and

		<p>dedicated and if necessary, should help the students beyond class hours without accepting any remuneration.</p> <p>(xvii) Despite the commuting distance, the teachers should refrain from taking unnecessary leave and maintain regularity for smooth functioning of the college. (xviii) Teachers must maintain cordial relations with the principal and the management in exercise of their duty.</p>
<p>Code of conduct for Non-Teaching and Support Staff</p>	<p>01/07/2018</p>	<p>All the support staff of this College should follow the code of conduct stipulated by the State Government. The College has put forward its code of ethics for the support staff along the following lines. (i) The support staff should show no discrimination on basis of gender, caste or religion. (ii) The support staff should not, on any account, undertake any other job within the stipulated office hours. Neither shall they engage themselves in any trade or business within college premises. (iii) They should not hamper the functioning of the college by engaging themselves in political or antiseccular activities. (iv) They should not engage in remarks or behaviour that might be considered disrespectful to Principal, their non-teaching colleagues, teaching staff or students. (v) They should be punctual as their prior presence is required daily for the commencement and smooth functioning of college</p>

activities. (vi) They should also be responsible for the proper use and maintenance of college equipment and furniture. The support staff should acquaint themselves with the College policies and adhere to them to their best ability. (vii) The support staff often has access to confidential information regarding examination matters and other matters relating to other staff, through official records. It is expected that they respect the confidentiality of such matters. They should perform their duties with honesty and integrity. There should be no falsification of official documents entrusted to them. (viii) Each of them should perform the duties they have been assigned sincerely and diligently as well as with accountability. (ix) They should avail of leave with prior intimation to the extent possible. In case of sudden exigencies, information on their absence should be promptly forwarded to the College Authority. (x) No support staff should be under the influence of drugs or alcohol during office hours.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence Day	15/08/2018	15/08/2018	90
Republic Day	26/01/2019	26/01/2019	80
National Integration Day	31/10/2018	31/10/2019	104
National Flag Day	29/11/2018	29/11/2018	56
World Health Day	07/04/2019	07/04/2019	25

International Water Day	22/03/2019	22/03/2019	33
Kerala Flood Relief Support	30/08/2018	30/08/2018	149
Surgical Strike Day	17/09/2018	17/09/2018	36
Personality development program by foundation of Art of Living	17/03/2019	17/03/2019	6
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Tree Plantation 2. Renewable Solar Energy Plant 3. Water Harvesting 4. Waste Disposal 5. Plastic Free Campus

## 7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

**Best Practice-1 Title of the Practice: Generous Scholarships and Freeships to Needy, Meritorious and Extraordinary Students.** Objectives of the Practice As per the "Vision and Mission" document of the College, the vision of the College is to impart education "at affordable cost to all sections of society". It is the mission of the College to "educate the girls of the semi-urban area at nominal cost". Besides, the College Management is of the firm view that no student of the area should be deprived of education due to want of resources. With this vision and mission in mind, the college ensures through Government and Private Scholarships that no one is deprived of the right to education at Markanda National College, Shahabad. The Context The following two challenges were needed to be addressed before implementation of the policy: 1. Determination of Criteria for selection of needy and deserving students. 2. Resources of funds to disburse scholarships. In a series of continuous discussions in Academic Committee and fee concession committee meetings, it was resolved that criteria-based mechanism be developed to realize the policy on physical plane. The selected criteria fixed for Students for Scholarships and freeships was based on the parameters like fatherless students, BPL category, merit holders, excellence in Sports/Cultural/ Academic activities etc. SC /BC/OBC students are given scholarships as per the norms and directions of the Government. The students of the unreserved categories are given scholarships from the Student Aid Fund (SAF) and from donations received from Management, Trust, Faculty and Philanthropists. The Practice All the eligible SC/BC students are provided scholarship as per government rules. Their scholarships are transferred directly into their bank accounts by obtaining the bank account details of the beneficiary students. All other students who apply for fee-concession, freeship or scholarship are given financial help on merit of the case. The following categories of students are considered: 1. Fatherless Students 2. Students with good grades (above 85). 3. BPL/Economically Weaker Section students. 4. Extra-Ordinary Sportspersons/Cultural activities students. 5. Special scholarship to all subjects pass girls students of first year. 6. NCC certificate holders The College is receiving generous contribution in the form of financial help from the Management of the College, NGOs, Alumni and Staff Members for this purpose. Some of the eminent organizations, which are contributing generously, are - Rishi Welfare Trust, New Delhi, Professor Vir Sen Vinay Malhotra Trust, Ambala Cantt, Rotary Club, College Clubs etc. The remaining expenditure is met out of the SAF. In this way a large number of students (infact, most of the applicants) are covered under Scholarship/Freeship/Financial aid scheme of the College. The College is

prominently contributing in the social welfare of the society by providing affordable and subsidized education to the deserving students. The Girls from economically weaker families are receiving education under this practice of the college. Otherwise, it would have been a distant dream for many. We believe it to be a step forward in the direction of higher education to all in India.

**Evidence of Success** The results of the practice can be measured in the following manner: 1. The town has a girls' college facility, but due to the practice of helping the needy and meritorious students, the college has witnessed more than 25 girls' student enrollment. 2. The number of sportsperson has increased due to freeships and the performance of the college in the field of sports has also improved. 3. The College is proactive in completing the formalities of the Government social schemes and scholarships to deliver it in the timely manner to the bonafide beneficiary of SC/BC category students. The enrollment ratio of marginalized communities has increased in the past years and has benefitted many of them. 4. The college enjoys the reputation of being an institution providing education on a charitable basis.

**Problems Encountered and Resources Required** Though the practice is being implemented successfully yet sometimes students try to dodge the system and make an effort to get undue advantage of the practice. However, such issues are tackled strategically by proper vigilance of records by the members. The College wishes to extend the facility to number of other students, but constraint of funds restricts the forward march.

**Best Practice-2 Title of the Practice** Students Mentoring System  
**Objectives of the Practice** The College is concerned about holistic development of its pupils. One of the missions of the College states "to create and provide opportunities for the overall development of students". The College is committed to impart education with moral values, ethics and psychological growth of students.

The academic environment of the college determines the success flight of students. The cohesive bond of pupil and teacher shapes the future chart of students and lets them to comprehend career paths, psychological behavior and to understand life skills. Hence, the main objective of the practice is to provide freedom to the students to approach faculty members in a free and fair manner.

**The Context** The catchment area provides students from humble backgrounds and their physical, emotional and psychological needs require to be taken care of by the College. **Practice** The College started this practice in the year 2017. The college has adopted this practice on a serious note in order to bridge the communication gap and to anchor the students on cognitive and emotional level. This practice brought to fore many personal problems of the students and the college has pitched in to mitigate the issues to the extent possible. The IQAC allocates mentors of various classes and the students are communicated through notices. The topic of the mentorship class is communicated well in advance among mentor and mentees.

The students are given enough time to come prepared in advance to speak out their mind on the selected topic. Almost each Saturday of working day in a week is delineated for mentorship classes of one hour duration. The topic of the class is assigned keeping in view holistic development of student viz.

communication skills, time management, career, environment, moral values, ethics, prevention of drug abuse, political, gender-equality, psychological, spiritual etc. The mentors are in touch with mentees in order to identify strengths and weaknesses in all fields. The mentors make sure to bring forward the students and motivate them to speak in front of mentorship group.

**Evidence of Success** The following outcomes are assessed through mentorship program: 1.

No. of grievances received has gone down drastically. 2. More students got encouraged and motivated to participate in curricular, co-curricular and extra-curricular activities. 3. Student and Teacher bonding increased. 4. The attendance percentage of students increased. 5. Counseling sessions helped students to chalk out their careers, academic and psychological growth.

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

institution website, provide the link

<http://mncshahabad.com/naac/>

### 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

The College thrust area is to nurture talent in all spheres - be it academics, sports, cultural or any other sphere. Taking into cognizance the distinctive one area where the College is doing exceptionally well is Sports. The town-Shahabad Markanda is considered to be a nursery of Hockey Players. The College is playing significant role in striving sports culture in the region. The College is providing both indoor and outdoor facilities. It has a well maintained athletic track ground of 200 mts with Handball, Kabbadi, Volleyball, Basketball grounds. The College also has international standard synthetic Badminton Court and a table-tennis hall. The College provides freship to budding and meritorious sportspersons. The College students are performing brilliantly for National, Inter-University and Inter-College levels in Rifle Shooting, Wrestling, Handball, Volleyball, Kabaddi, Kho-Kho, Judo, Yoga etc. Many students of the College are always representing the affiliated University - Kurukshetra University, Kurukshetra at various levels from the last many years. The Handball team of the College has the credit of being champion for so many years. The unique feature of the college is that these sport facilities are available not only to the students of the college, but also to its alumni and the society. A large number of youngsters come to the college daily in the morning and evening to prepare for recruitment in Police and Armed forces. The college is running a Badminton Academy in its hall where students of the college get free training and other youngsters got benefitted from a private coach on financially shared basis model. A large number of young children and elders have benefitted from the facility. As a result of this practice, the college is raising some funds also from the society. A large number of senior citizens and others come to college daily for morning and evening walk. In this way, this inclination for Sports is benefitting the students, alumni, local people and the college itself.

Provide the weblink of the institution

<http://mncshahabad.com/naac/>

### 8.Future Plans of Actions for Next Academic Year

FUTURE PLANS OF THE INSTITUTION FOR THE YEAR 2019-20

1. To create clean, green and polythene free campus.
2. To conduct extensive orientation program for students for smooth conduct of session activities.
3. To conduct Faculty development programs, training and workshops of faculty members to adopt ICT tools in teaching-learning for quality education.
4. To add smart classrooms in infrastructure augmentation.
5. To increase digital infrastructure and services.
6. To develop Learning Management System in order to prepare hybrid classroom model.
7. To equip the Science labs with new experiment tools and incorporation of more experiment methods in the form of tutorials.
8. To register the Alumni association of the College.
9. To equip all departments with internet facility.
10. To conduct orientation programs on MOOC's for staff and students.
11. To sign MOUs' with industries/institutes to increase industry-academia partnership.
12. Introduction of new courses at PG Level.
13. To organize various activities for students holistic development.
14. To conduct workshop for students on skill development programme.
15. To develop more student clubs and cells in the College.