MARKANDA NATIONAL COLLEGE

SHAHABAD MARKANDA, KURUKSHETRA-136135

(Estd. 1971, Affiliated to Kurukshetra University, Kurukshetra)

TRACK ID →	HRCOGN10282

ANNUAL QUALITY ASSURANCE REPORT (AQAR)
(2015-16)

SUBMITTED BY: INTERNAL QUALITY ASSURANCE CELL (IQAC)

To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

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IQAC COMPOSITION

Chairperson	:	Dr. Ashok Kumar
Co-ordinator	:	Dr Sanjay Kumar
Teachers	:	Sh. Harpal Singh Saini
		Sh. S. S. Kajal
		Smt Kalpna
		Dr. Jawahar Lal
		Sh. Suresh Kumar
		Dr Tarun Kansal
Administration	:	Sh. Gian Chand
Management Representative:		Sh. Yash Pal Wadhwa
		Sh.K.D. Gambhir
Alumni Representative	:	Dr. Jawahar Lal, Sh. S.S. Ahuja
Expert	:	Sh. S.S. Ahuja, Principal, Govt. School, Nalvi
Three students of final year	:	One student each from B.A.III, B.Com.III and from B.Sc.III Jagmohan and Harshdeep
No. of any other stakeholder and community representatives	:	Parents (01)

MARKANDA NATIONAL COLLEGE, SHAHABAD (M)

The Annual Quality Assurance Report (AQAR) of the IQAC
2015-2016

Part – A

AQAR for the year

> 2015-16

1. Details of the Institution

1.1 Name of the Institution

> **Markanda National College**

1.2 Address Line 1

> Sector 1, Urban Estate

Address Line 2

> Ladwa Road

City/Town

> Shahabad Markanda

State

> Haryana

Pin Code

> 136135

Institution e-mail address

> mncshahabad@yahoo.co.in

Contact Nos.

> 01744-240152

Name of the Head of the Institution:

> Dr. Ashok Kumar

Tel. No. with STD Code:

> 01744-240152

Mobile:

> 9416144789

Name of the IQAC Co-ordinator:

Dr. Sanjay Kumar

Mobile:

9466435456

IQAC e-mail address:

mncshahabad@yahoo.co.in

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

HRCOGN10282

OR

1.4 **NAAC Executive Committee No. & Date:**
   (For Example EC/32/A&A/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.mncshahabad.com

Web-link of the AQAR:

http://mncshahabad.com/iqac/aqar/

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	73.0	2003	2008
2	2nd Cycle	College is in process of applying for cycle-2			

1.7 Date of Establishment of IQAC:

20-04-2004

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

   i. **AQAR 2013-14 submitted on 12-06-2018**
   ii. **AQAR 2014-15 submitted on 13-06-2018**

1.9 Institutional Status

University   State ☒ Central ☒ Deemed ☒ Private ☒

Affiliated College   Yes ✓   No ☐

Constituent College   Yes ☐   No ✓

Autonomous college of UGC   Yes ☐   No ✓

Regulatory Agency approved Institution   Yes ☐   No ✓

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education ✓   Men ☐   Women ☐

Urban ✓   Rural ☐   Tribal ☐

Financial Status   Grant-in-aid ✓   UGC 2(f) ✓   UGC 12B ☐

Grant-in-aid + Self Financing ✓   Totally Self-financing ☒

1.10 Type of Faculty/Programme

Arts ✓   Science ✓ Commerce ✓ Law ☒   PEI (Phys Edu) ☒

TEI (Edu) ☒ Engineering ☒   Health Science ☒   Management ☒

Others   (Specify)   NIL

1.11 Name of the Affiliating University *(for the Colleges)*   KURUKSHETRA UNIVERSITY, KURUKSHETRA (HARYANA)

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

Autonomy by State/Central Govt. / University   NA

University with Potential for Excellence   NA   UGC-CPE   NO

DST Star Scheme	NO	UGC-CE	NO
UGC-Special Assistance Programme	NO	DST-FIST	NO
UGC-Innovative PG programmes	NO	Any other (*Specify*)	
UGC-COP Programmes	NO		

2. IQAC Composition and Activities

2.1 No. of Teachers	07
2.2 No. of Administrative/Technical staff	02
2.3 No. of students	02
2.4 No. of Management representatives	02
2.5 No. of Alumni	02
2.6 No. of any other stakeholder and Community representatives	01
2.7 No. of Employers/ Industrialists	02
2.8 No. of other External Experts	01
2.9 Total No. of members	15
2.10 No. of IQAC meetings held	02

2.11 No. of meetings with various stakeholders: No. 05 Faculty 02

Non-Teaching Staff Students 02 Alumni 01 Others 00

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

    If yes, mention the amount   NA

2.13 Seminars and Conferences (only quality related)

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

    Total Nos. 0   International 0   National 0   State 0   Institution Level 0

    (ii) Themes   NA

2.14 Significant Activities and contributions made by IQAC

    Suggestions and recommendations of IQAC have been considered for improvement in Quality Education.

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	Schedule
IQAC planed the followings: ➢ Beginning of academic session	Yes, 17th July 2015
➢ Assembly of freshers	Yes, 8th August 2015
➢ Celebration of Independence day	Yes, Dr. Ashok Kumar Hoisted the National Flag.
➢ Tree Plantation in the college campus.	Yes, 15th August 2015 by NCC and NSS volunteers
➢ Teacher's day	Yes, 1st week of September, 2015
➢ State Level Essay Writing Competition	Yes, 11 Sept 2015
➢ Talent finding competition	Yes, 12th Sep 2015
➢ Swatchh Bharat Abhiyaan	Yes, 20 October 2015
➢ NSS Day	Yes, 24th Sep 2014
➢ Haryana Day Celebration	First week of November 2014
➢ Flag Day and NCC day	Between 5th to 15th Nov 2014
➢ Blood Donation camp	5th December 2015
➢ Republic Day celebration	26th Jan, 2016
➢ Science Exhibition	Yes, 28th Jan., 2016
➢ One Day National Punjabi seminar	Yes, 11th Feb 2016
➢ Sports Meet	Yes, 18-19 Feb 2016
➢ Inter College Science quiz	27th Feb, 2016
➢ Road Safety Awareness Programme	Yes, 1st March 2016
➢ Power Point Presentation (Intra College Competition) by Science students	Yes, 5th March 2016
➢ Essay Writing Competition	Yes, 5th March 2016 by Legal Literacy Cell
➢ Alumni Meet	Yes, 6th March 2016
➢ Women's Day Celebration	Yes, 8th March, 2016
➢ SC/BC Cell Extension lecture	Yes, 11th March, 2016
➢ Prof. Rajeshwar Prashad 'Shokh' Memorial Poetical Recitation	Yes, 12th March, 2016
➢ Blood Donation camp	Yes, 15 March 2016
➢ Seven Days NSS camp	Yes, 20-26 March, 2016

➢ National Punjabi Seminar	Yes, 26th March, 2016

Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body   Yes ☐   No ☑

Management ☐   Syndicate ☐   Any other body ☐

Provide the details of the action taken

NA

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	00	00	00	00
PG	01	00	01	00
UG	04	00	01	00
PG Diploma	00	00	00	00
Advanced Diploma	02	00	00	02
Diploma	02	00	00	02
Certificate	02	00	00	02
Others	00	00	00	00
Total	11	00	02	06

Interdisciplinary	02	00	00	02
Innovative	00	00	00	00

1.2 (i) Flexibility of the Curriculum: ~~CBCS~~/**Core**/**Elective option** / ~~Open options~~
     (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	05
Trimester	00
Annual	06

1.3 Feedback from stakeholders*   Alumni [0]   Parents [0]   Employers [0]   Students [0]
    (On all aspects)

    Mode of feedback   :   Online [0]   Manual [0]   Co-operating schools (for PEI) [0]

Please provide an analysis of the feedback in the Annexure

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

> No, The college is running programs for which the syllabus is designed/modified by the affiliating university only

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

> No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
18	09	07	01	01 (Librarian)

2.2 No. of permanent faculty with Ph.D.

08

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
00	06	00	00	01	00	00	00	01	06

2.4 No. of Guest and Visiting faculty and Temporary faculty

00	00	12

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	00	16	00
Presented papers	03	24	00
Resource Persons	00	07	00

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

1. Certain course contents of the syllabus were delivered to students through power point presentations.
2. Students are motivated to use internet, animated presentations of scientific laws, current affairs, business management, current developments in art and society.

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

170

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

Examinations and evaluations are conducted as per rules/norms of K.U. Kurukshetra.

2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

Nil	Nil	02

2.10 Average percentage of attendance of students:

77

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I	II	III	Pass %
B.A. 1st Sem	**167**	00	06	24	16	27.54
B.A. 2nd Sem	**178**	00	15	31	10	32.94
B.A. 3rd Sem	**124**	01	10	17	09	29.83
B.A. 4th Sem	**79**	03	07	20	07	46.83
B.A.5th Sem	**72**	00	07	01	00	11.11
B.A. 6th Sem	**49**	00	06	01	00	14.28
B.Com 1st Sem	**80**	00	16	25	02	53.75
B.Com 2nd Sem	**85**	04	28	20	02	63.52
B.Com 3rd Sem	**62**	01	15	09	01	41.93
B.Com 4th Sem	**59**	02	21	19	00	71.18
B.Com 5th Sem	**54**	02	10	02	00	25.93
B.Com 6th Sem	**50**	03	15	07	00	50.00
B.Sc. 1st Sem	**49**	00	05	08	06	38.77
B.Sc. 2nd Sem	**51**	00	13	07	00	39.21
B.Sc. 3rd Sem	**63**	06	17	11	04	60.31
B.Sc. 4th Sem	**61**	03	28	07	00	62.29
B.Sc. 5th Sem	**52**	00	07	05	02	26.92
B.Sc. 6th Sem	**42**	03	08	00	01	28.57
M.A. 1st Sem	**13**	00	05	01	00	46.15
M.A. 2nd Sem	**9**	00	03	02	00	55.55
M.A. 3rd Sem	**5**	00	04	01	00	100.00
M.A. 4th Sem	**5**	00	01	01	00	40.00

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

Suggestions and recommendations of IQAC have been considered for improvement in Quality Education.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	02
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	00
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	00
Others	00

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	04	00	00	01
Technical Staff	02	00	00	00

Criterion – III

3. Research, Consultancy and Extension

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

1. IQAC encourages faculty members to register for Ph.D program.
2. Faculty members are also motivated to present papers in various seminars/conferences and to get their papers published.
3. Faculty members are encouraged to submit the minor/major research proposal to various funding agencies like DST/UGC/CSIR/DBT etc.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	00	00
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	00	00
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	01	00	00
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications:

Range [-]   Average [-]   h-index [-]   Nos. in SCOPUS [00]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	00	NA	00	00
Minor Projects	00	NA	00	00
Interdisciplinary Projects	00	NA	00	00
Industry sponsored	00	NA	00	00
Projects sponsored by the University/ College	00	NA	00	00
Students research projects *(other than compulsory by the University)*	00	NA	00	00
Any other(Specify)	00	NA	00	00
Total	00	NA	00	00

3.7 No. of books published   i) With ISBN No. $\boxed{03}$ Chapters in Edited Books $\boxed{00}$

ii) Without ISBN No. $\boxed{00}$

3.8 No. of University Departments receiving funds from   :   N.A

UGC-SAP $\boxed{}$ CAS $\boxed{}$ DST-FIST $\boxed{}$

DPE $\boxed{}$ DBT Scheme/funds $\boxed{}$

3.9 For colleges   Autonomy $\boxed{00}$ CPE $\boxed{00}$ DBT Star Scheme $\boxed{00}$

INSPIRE $\boxed{00}$ CE $\boxed{00}$ Any Other (specify) $\boxed{00}$

3.10 Revenue generated through consultancy $\boxed{00}$

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	00	02	00	00	00
Sponsoring agencies	00	DGHE & UGC	00	00	00

3.12 No. of faculty served as experts, chairpersons or resource persons $\boxed{07}$

3.13 No. of collaborations   International $\boxed{00}$ National $\boxed{00}$ Any other $\boxed{00}$

3.14 No. of linkages created during this year $\boxed{00}$

3.15 Total budget for research for current year in lakhs:

From funding agency $\boxed{00}$ From Management of University/College $\boxed{00}$

Total $\boxed{00}$

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	00
	Granted	00
International	Applied	00
	Granted	00
Commercialised	Applied	00
	Granted	00

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
04	-	-	03	-	01	-

3.18 No. of faculty from the Institution who are Ph. D. Guides

01

and students registered under them

01

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

00

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

JRF ☐   SRF ☐   Project Fellows ☐   Any other ☐

3.21 Number of students Participated in NSS events:

University level | 03 | State level | 00

National level | 00 | International level | 00

3.22 Number of students participated in NCC events:

University level | 54 | State level | 05

National level | 07 | International level | 00

3.23 Number of Awards won in NSS:

University level | 04 | State level | 00

National level | 00 | International level | 00

3.24 Number of Awards won in NCC:

University level | 00 | State level | 01

National level | 00 | International level | 00

3.25 No. of Extension activities organized :

University forum | 01   College forum | 16

NCC | 12   NSS | 07   Any other | 00

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

The college organized the following programs:

- Tree Plantation
- Blood Donation Camp
- Seven Days NSS Camp

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	5.27Acres			5.27Acres
Class rooms	15			15
Laboratories	04			04
Seminar Halls	02			02
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)	1192142Rs	107912 Rs	Self and Govt	1300054Rs
Others				

4.2 Computerization of administration and library

> The administrative office is using computerized mode for work.
>
> The computerization of library was initiated.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	24474	-	766	-	25240	-
Reference Books	-	-	-	-	-	-
e-Books	00	-	00	-	00	-
Journals	00	-	37 (Annual Subscription)	-	37	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	41	03	07	03	03	04	05	04 laptop and 05 printers
Added	-	-	-	-	-	-	-	02
Total	41	03	07	03	03	04	05	04 laptop and 07 printers

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

College has a well established computer lab where students can use internet facility for enhancing their subject related knowledge. In this task, teachers' assistance is available for the students as well as other faculty.

4.6 Amount spent on maintenance in lakhs (In INR):   8.49 Lakhs

i)   ICT   6146

ii) Campus Infrastructure and facilities   655368

iii) Equipment   NIL

iv) Others   187508

Total: 849022

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC members of the college discuss the problems with the students during their free periods issues like drinking water, Wash room cleanliness, maintenance of electricity appliances at various points, sports related problems, grievances and other issues related to their academic progress. At the same time, efforts are also made to solve these problems. The Principal, administrative staff and other faculty members create awareness among the students about student support services by appropriate means like orientation programme notices, committees and different activities.

5.2 Efforts made by the institution for tracking the progression

The progression of the college is observed through interactions with outgoing students as well as with their parents. It has been observed that a good number of students join higher degree program courses; however some opted for armed forces also.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
913	20	00	00

(b) No. of students outside the state

00

(c) No. of international students

00

Men

No	%
734	78.67

Women

No	%
199	21.33

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
407	142	00	444	01	994	427	140	00	368	01	933

Demand ratio = Students admission is on first come first serve basis.

Dropout % = 7.8 %

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

Faculty members motivate the students for competitive examinations.

No. of students beneficiaries

NA

5.5 No. of students qualified in these examinations: **Record not maintained**

| NET | 00 | SET/SLET | 00 | GATE | 00 | CAT | 00 |
| IAS/IPS etc | 00 | State PSC | 00 | UPSC | 00 | Others | 00 |

5.6 Details of student counselling and career guidance

Career Guidance cell of this college organizes extension lectures and other activities for helping the students.

No. of students benefitted   100

5.7 Details of campus placement:

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
00	00	00	00

5.8 Details of gender sensitization programmes

1. Women Day celebration.
2. Women cell organized a workshop on women sensitization

5.9 Students Activities

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

State/ University level   33   National level   00   International level   00

No. of students participated in cultural events

State/ University level   100   National level   00   International level   00

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

Sports: State/ University level   10   National level   03   International level   00

Cultural: State/ University level   00   National level   00   International level   00

5.10 Scholarships and Financial Support

	Number of students	Amount (Rs.)
Financial support from institution	28	40390
Financial support from government	191	968682
Financial support from other sources	01	5000
Number of students who received International/ National recognitions	00	00

5.11   Student organised / initiatives

Fairs   : State/ University level | 00 | National level | 00 | International level | 00 |

Exhibition: State/ University level | 00 | National level | 00 | International level | 00 |

5.12   No. of social initiatives undertaken by the students | 03 |
- Cleanliness Drive
- Pulse Polio Drive
- Blood donation camp

5.13 Major grievances of students (if any) redressed: No major grievances
- Separate facility of drinking water started in the girls common room.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION
To impart Qualitative, Value-based and Employable education at affordable cost to all sections of the society and to make the college a *"Total Quality Zone"*
MISSION
1. To pursue and disseminate knowledge with commitment to all sections of society.
2. To create and provide opportunities for the overall development of students.
3. To work towards optimum and meaningful utilization of human, infrastructural and financial resources.
4. To encourage self-evaluation, accountability and indigenous culture amongst the faculty members and students.
5. To foster the realization of social responsibilities and citizenship role amongst students.
6. To educate the girls of this semi-urban area at a very low cost and in a very dignified and secure atmosphere.

6.2 Does the Institution has a management Information System

1. The college has a very effective management system through Governing Body, Advisory Council, Staff Council and Committees
2. The management always takes keen interest in the effective functioning of the college.

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

6.3.1 Curriculum Development

The faculty members of our college are invited from time to time by the affiliating university for designing and upgradation of the curriculum.

6.3.2 Teaching and Learning

- Class tests are conducted to evaluate the performance of students.
- Students are motivated for making use of library and internet facilities available.
- Teachers are motivated to make use of modern teaching practices like internet and power point presentations etc.

6.3.3 Examination and Evaluation

In this regard Kurukshetra University is the sole authority for implementation of reforms. But faculty members who are part of academic bodies of the university actively campaign for reforms.

6.3.4 Research and Development

The faculty is encouraged to go for research activities by participating in various national and international level seminars and workshops. The college also organizes seminars and conferences.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Regular updation of physical infrastructure.
Books/newspapers/magazines/Journals are purchased as per the requirement of the students and staff.

6.3.6 Human Resource Management

The college makes strenuous efforts to attract, retain and nurture best faculty in each department. The college provides ample opportunity to all faculty members to give their best in teaching by providing them latest tools.

6.3.7 Faculty and Staff recruitment

The college has two kinds of staff:
1. Sanctioned Posts: To fill up the vacancy against sanctioned posts both in teaching and non teaching, a structured process is followed as per Haryana Government and Kurukshetra University Kurukshetra norms.
2. Non-sanctioned posts: The governing body of the college constitutes a recruitment committee to fill up the vacant positions both in teaching and non teaching categories.

6.3.8 Industry Interaction / Collaboration: Nil

N
.ı

6.3.9 Admission of Students

At the start of the session, admission committee cum Counselling Cell is made for each faculty to give first hand information to admission seekers.

6.4 Welfare schemes for

Teaching	Loans from P.F., Fee Concession to wards, Emergency medical facility
Non teaching	Loans from P.F., Fee Concession to wards, Emergency medical facility
Students	Fee concession, Provision of payment of fee in instalment Provision of scholarships other than Govt. Books Bank for students, Emergency medical facility

6.5 Total corpus fund generated | 23000 INR |

6.6 Whether annual financial audit has been done   Yes | √ | No | |

6.7 Whether Academic and Administrative Audit (AAA) have been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Kurukshetra University, Kurukshetra	Yes	Management & IQAC
Administrative	Yes	Kurukshetra University, Kurukshetra	Yes	Management & IQAC

6.8 Does the University/ Autonomous College declare 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

Grand Alumni Meet was organized in the college on March 6, 2016 in which more than one hundred alumnus participated.

6.12 Activities and support from the Parent – Teacher Association

There is no formal Parent-Teacher Association. However, the parents regularly visit the institution and efforts are made to collect and implement their suggestions.

6.13 Development programmes for support staff

1.They are involved in extension lectures on social issues. 2. They also participate in extension activities of NCC/NSS/Sports regularly.

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

Tree plantation and cleanliness of the campus are regular activities of the college.

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.

> Athletes and sportspersons are given freeships and sports scholarships.
> Facility of question banks to students at department level.

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

> The activities are conducted according to academic calendar.

7.3 Give two Best Practices of the institution

> 1. To listen to the problems of the parents and students, full time availability of the Principal and staff is ensured
> 2. Maintain the campus green and clean

7.4 Contribution to environmental awareness / protection

> Environmental Studies is a compulsory subject for all the students.
> Tree plantations and maintenance of college is a regular feature which is given top priority by the college administration.

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:

- Only Co-educational college of the town catering to the educational needs of this area.
- Focus on moral ethics, discipline and self growth of the students.
- Keeping up the motto of the college "Grow in Wisdom" through various activities.
- Highly qualified and experienced faculty members.
- Ideal location of the college- Heart of the town, green and clean campus.
- Facilities of Wi-fi, ICT tools as inflibnet.
- Active units of NCC, NSS cultural, sports.
- Excellent sports facilities.
- Generous support of managing Committee.
- Scholarship facility for needy and meritorious students.

Weaknesses:

- Need for orienting staff and support staff to use ICT.
- Faculty members need to take research projects.
- Need to increase more ICT enabled classrooms.
- Need to strengthen Alumni network and its activities.
- Involvement of more faculty members in ICT based teaching.
- Need to strengthen outreach and extension activities
- Industry linkages need to forged.

Opportunities:

- Introduction of new and job oriented courses.
- Introduction of CBCS.
- Ideal location of the College to increase strength of the students.
- Tapping sports talent of the students.
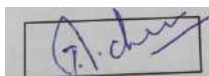- Scope for introduction of more sports related courses.

Challenges:

- Orientation of faculty towards ICT and web-based working environment.
- Improving work ethics.
- Financial self-sufficiency.
- Maintaining classroom attendance.
- Fall in strength of certain traditional courses.
- To improve the infrastructural facilities in the college.
- To create a good research environment in the college.
- To increase the student strength in the college.

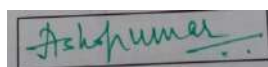## 8. **Plans of institution for next year**

1. Establishment of Smart class room.
2. To start more courses (Yoga, M.Com).
3. To start one more section at entry level in commerce.
4. Availability of e-resources in library.

Dr. Jawahar Lal   Dr. Ashok Kumar

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

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Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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Academic Calendar 2015-16

Beginning of academic session	17th July 2015
Assembly of freshers	8th August 2015
Celebration of Independence day	15th August 2015
Tree Plantation in the college campus.	15th August 2015
Teacher's day	5th September, 2015
State Level Essay Writing Competition	11th Sept 2015
Talent finding competition	12th Sep 2015
Hindi Divas	14th Sep 2014
Swatchh Bharat Abhiyaan	20th October 2015
NSS Day	24th Sep 2014
Haryana Day Celebration	First week of November 2014
Flag Day and NCC day	Between 5th to 15th Nov 2014
Alumni Meet	Nov 2015
Parent-Teacher Meet	Nov 2015
Blood Donation camp	5th December 2015
Republic Day celebration	26th Jan, 2016
Science Exhibition	28th Jan., 2016
One Day National Punjabi seminar	Feb 2016
Sports Meet	First week of Feb 2016
Inter College Science quiz	Feb, 2016
Road Safety Awareness Programme	March 2016
Power Point Presentation (Intra College Competition) by Science students	March 2016
Essay Writing Competition	March 2016 l
Alumni Meet	March 2016
Women's Day Celebration	8th March, 2016
SC/BC Cell Extension lecture	11th March, 2016
Prof. Rajeshwar Prashad 'Shokh' Memorial Poetical Recitation	12th March, 2016
Blood Donation camp	15th March 2016
Seven Days NSS camp	March, 2016
National Punjabi Seminar	March, 2016
Convocation	April 2016

Schedule of Admission (2015-16)

Admission Time : 9:00 a.m. to 2:00 p.m.

Under Graduate Courses
Last date for submission of admission forms
30-06-2015 upto 12 noon

Post Graduate Courses
Last date for submission of admission forms
30-06-2015 upto 12 noon

Display of Lists		Last Date to Deposit Dues
First List	01.07.2015	06.07.2015 upto 3:00 p.m.
Second List	07.07.2015	10.07.2015 upto 3:00 p.m.
Third List	11.07.2015	14.07.2015 upto 3:00 p.m.

Display of Lists		Last Date to Deposit Dues
First List	01.07.2015	10.07.2015 upto 3:00 p.m.
Second List	11.07.2015	16.07.2015 upto 3:00 p.m.
Third List	17.07.2015	21.07.2015 upto 3:00 p.m.

Normal Admission UG closes on 14.07.2015 and PG on 21.07.2015

U.G. Classes will start from 15.07.2015 and P.G. from 22.07.2015

Admission with Late Fees		
UG	Admission with late-fee of Rs. 100/- per student with the permission of the Principal	15.07.2015 to 23.07.2015
	Admission with additional late fee of Rs. 100/- per day per student with the permission of the Principal	24.07.2015 to 31.07.2015
PG	Admission with late-fee of Rs. 100/- per student with the permission of the Principal	22.07.2015 to 29.07.2015
	Admission with additional late fee of Rs. 100/- per day per student with the permission of the Principal	30.07.2015 to 06.08.2015

Academic Calender for Session 2015-16

In Odd Semester	For Under-Graduate Courses	For Post Graduate Courses
Admissions	01.07.2015 to 14.07.2015	01.07.2015 to 21.07.2015
Teaching	15.07.2015 to 11.11.2015	22.07.2015 to 16.11.2015
Examinations	12.11.2015 onwards	17.11.2015 onwards
Winter Vacations	18.12.2015 to 31.12.2015	18.12.2015 to 31.12.2015
In Even Semester		
Teaching	01.01.2016 to 19.04.2016	01.01.2016 to 19.04.2016
Examinations	20.04.2016 onwards	20.04.2016 onwards
Summer Vacations	05.05.2016 to 30.06.2016	05.05.2016 to 30.06.2016

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