



SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

MARKANDA NATIONAL COLLEGE

MARKANDA NATIONAL COLLEGE, SECTOR-1, URBAN ESTATE, LADWA
ROAD
136135
www.mncshahabad.com

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Markanda National College, Shahabad Markanda was established in 1971 by M.N. College Educational Society primarily to cater to the educational needs of this predominantly rural area. At that time, no co-educational college existed at Shahabad, Ladwa, Ismailabad, Pheowa and even at Kurukshetra- the seat of Kurukshetra University, except University College, where only a limited number of students could get admission on merit basis. The establishment of this college proved to be a boon for this area. Ever since its inception, the college has not looked back and making significant strides, has developed into a multifaculty institution, imparting instructions in English at Post-graduate level and in Arts, Science and Commerce streams at Under-graduate level. The college also runs successfully two job-oriented add-on-courses (i) Retail Management and (ii) Information and Computer Technology and one PG diploma in Yoga.

The college was accredited by NAAC with 'B' grade in first cycle. The college is a co-educational institution affiliated with Kurukshetra University, Kurukshetra.

The college is proud of its imposing infrastructure and an environment conducive to learning. It has a spacious building surrounded by lush green lawns and playgrounds. The building consists of well maintained class rooms, well equipped labs (Physics, Chemistry, Computer and Yoga) a spacious library, a conference room, an auditorium with new green rooms, a seminar hall, a big canteen, new and modern girls' common room besides computerized office complex and Principal's residence. The campus is spread over about six acres of land catering to the educational needs and overall development of its students. Besides traditional subjects, faculty is available for teaching Marketing as a Vocational subject.

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.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Only Co-educational college of the town catering to the educational needs of this area
- Generous support of Managing Committee
- Focus on moral ethics, discipline and self growth of the students
- Keeping up the motto of the college “To Grow in Wisdom” through various activities
- Highly qualified and experienced faculty members
- Ideal location of the college-located in the Heart of the town
- Green and clean campus
- Active units of NCC, NSS, Women cell, Red Ribbon Club, and cultural activities
- Excellent sports facilities
- Scholarship facility for needy and meritorious students
- Transparent and efficient working through use of ICT/Technology
- Well equipped automated library

Institutional Weakness

- Faculty members need to apply for research projects.
- Need to increase more ICT enabled classrooms.
- Need to strengthen Alumni network and its activities.
- Involvement of all faculty members in ICT based teaching.
- Need to strengthen outreach and extension activities.
- Industry linkages need to be explored.
- Placement cell needs to be more active.
- Coaching for competitive examinations need to be introduced.

Institutional Opportunity

- 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 by introduction of more sports related courses.
- To provide makerspaces to the budding entrepreneurs.
- To empower and spread awareness among local community by imparting social, economic and financial literacy.

Institutional Challenge

- Orientation of faculty towards web-based working environment
- Financial self-sufficiency.
- Maintaining classroom attendance through online admission
- 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.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college is running with the vision to impart qualitative, value based and employable education at affordable cost to all the sections of the society to make the college a total quality zone. The various committees of the college work through well planned academic calendar framed in the beginning of the session and approved by IQAC of the College. In the last two years, the college has added its two new courses B.Com. (Self Finance) and PG Diploma in Yoga on the demand of alumni and local community. Faculty members of the college participate in various bodies of Kurukshetra University, Kurukshetra from time to time. The college is running all the three streams-Arts, Science and Commerce at UG level, PG in english, PG Diploma in Yoga alongwith two Job orientated add-on courses. Alongwith traditional studies, college organizes a number of programmes on gender sensitization, Human values, Social Issues and National Festivals like Independence Day, Republic Day, Ekta Divas, Gandhi Jayanti, Voter's Day, Teachers Day etc. The students also study compulsory subjects EVS and Computer Awareness under the direction of Kurukshetra University to keep them aware of the needs of the environment protection and basics of computer science, which is a necessity in the present day scenario. To improve the teaching-learning and infrastructure, college receives feedback from the students, teachers, alumni and other stakeholders. The received feedback is then analyzed and put in appropriate Statutory Bodies for further action.

Teaching-learning and Evaluation

The aim of Markanda National College, Shahabad is holistic development of the students by encouraging participative, interactive, experimental learning, and problem solving strategies. The college has on its roll on an average about 950 students during the last five years. The seats allotted for each course are filled as per the reservation policy stated by the State Government. Needs of the students are analyzed and catered to as per their caliber. Both slow and advanced learners are always given attention as per their requirements. The faculty members devote extra time to solve their problems in addition to classroom teaching as per the time table. Most of the teachers are now using ICT tools for their effective curriculum delivery. To impart individual attention to students for their academic and stress related issues, college has allotted a special mentoring class on every Saturday. On an average about 30 students are assigned to each mentor. To update their knowledge, teachers regularly use library equipped with e-journal and e-books. Students are also motivated to use all these online platforms. Nearly 100% sanctioned posts of the college are filled with more than 60% faculty members having Ph.D. The average teaching experience of faculty members is more than 12 Years. The college follows the internal evaluation examination system as per directions of Kurukshetra University, Kurukshetra. The grievances received regarding examination are put in examination committee and are resolved accordingly. All the activities of the college are strictly followed as per the academic calendar. The teaching-learning in the college is always based on the course objectives and program outcomes. Being located near to the affilating university, availability of Research faculty is a boon for the collge. The college regularly organizes Seminar/Extension lectures to augment the cognitive abilities of pupil as well as teaching fraternity. The speaker called for such activities are specialist in their subject domain and in contemporary research. The college is also promoting practical knowledge gain of the students by organizing field trip and industry visits of the qualifying batches.

Research, Innovations and Extension

The Research Committee of the college is trying its level best to improve the research profile of the college. More than 90 % faculty members of the college have PhD and - or M.Phil degree. Teachers are motivated for research and submitting research proposals to various National Agencies for funding. During the past few years, the college has introduced different innovative ideas and implemented the same for betterment of the institution and for creation and transfer of knowledge among students as well as staff members by providing the facility of e-journals and e-books along with Wi-Fi campus. To sensitize the staff about the issues of patents, trademarks and copyrights, the college organized a workshop on IPR. Conferences and seminars are regularly organized to promote research culture among the teachers and students. Three teachers are recognized as research guides during the last five years, out of which three students have been awarded Ph.D degrees. 22 papers have been published by the faculty members during the last five years in various reputed National and International Journals, most of which are listed in Approved UGC Journals List. 40 books and book chapters, papers in conference proceedings with ISSN Number have been published by the faculty members. The college also organizes extension activities through NCC/NSS/Red Ribbon Club/Women Cell in the neighborhood community to sensitize the students and the society to social issues. The college offers its outreach activities with NGO's by organizing Blood Donation camp, Health camps and others and other social activities camps-Swachh Bharat Abhiyan, Beti Bachao-Beti Padhao Abhiyan and Voter Awareness Programmes.

Infrastructure and Learning Resources

College has adequate facilities for teaching-learning viz. classrooms, well equipped science laboratories, and 03 computers labs. The college is spread over about 6 acres lush green campus. College has sufficient facilities for outdoor and indoor sports which includes a synthetic Badminton Court, Table Tennis, carom and Chess for indoor games etc. and two open playgrounds. Facilities for cultural and academic activities include multipurpose auditorium, conference hall, seminar hall, smart class room etc. for making teaching learning more effective. college has three smart class rooms for teaching through PowerPoint Presentation with ICT enabled facilities. The college has digitalized library with LIMT software version 5.6.1. along with facilities of e-books and e-journals. The whole campus is Wi-Fi enabled for use of students and faculty. All the systems and software are upgraded on periodic basis. Annual Maintenance Contract (AMC) is fixed on an annual basis with an IT Vendor. The College has state-of-art library with a stock of more than 26238 text and reference books. Library has a collection of knowledge resources such as biographies, competitive exam books, books on Religion, general reading books, dictionaries, encyclopedia, E-Journals, E-books (80409 through N-List) etc. There is a facility of book bank for needy and deserving students. The purchase of books and journals on demand of students and faculty members is a regular feature. All Students & teachers have access to library. There is separate seating arrangement for students, teachers and external members free internet facility in the library. There is a separate girls' common room with attached toilets, water cooler, sanitary pads distribution machine with incinerator, indoor games, wi-fi etc. The college has good infrastructure in terms of drinking facilities, cafeteria and parking facility for the students and staff. The wall magazine features is implemented in all blocks of the college building.

Student Support and Progression

The college has the facility to provide freeships to poor and meritorious students at its own level and scholarships as per the state Government Norms. During the current year about 34% of students of the college benefited by the freeships provided by the institute and by the Government scholarship schemes. Alongwith regular teaching, college also organizes extension lectures on Placement and Career counseling to prepare them for future employment. The college is also running two job oriented vocational courses viz; ICT and Retailing.

The college has full-fledged committees for redressal of student grievances with regard to sexual harassment and Anti-ragging. Students can submit their complaints directly to the Principal or can drop in Suggestion Box. The concerned committee assesses the case, and takes necessary action accordingly. After completion of UG degree about 10% (As per the available data) of the students opt for higher studies. Students of NCC and Sports participated in State and National level activities and win awards. Each constituted committee includes 2-3 students, who actively work during the activities conducted by the committees. The college organizes Talent Search Competition, Sport Meet, Poetry competitions, Rangoli Making Competition, Declamation contests, Modeling, Fashion show Business Fest etc. The Alumni committee of the College is working actively. It organizes Alumni meet regularly, wherein, the old students are always given freedom to propose their suggestions or criticism to improve the entire structure of the college. Prominent alumni are invited in the college on the occasion of important functions also. Some of them also provide their services for extension lectures/Judgement/Chief Guest etc. The college is supporting students by providing IT infrastructure to filling out admission forms and examination forms. The Nodal officer appointed from the faculty facilitates the students to prepare voter id card for the students reaching the bar of 18 years of age. The college provides freeships to the sports candidates by providing financial assistance. Financial assistance is also provided to the students for field trips, excursions and industrial visit.

Governance, Leadership and Management

The Management of the colleges takes active and keen interest in all the activities. Under the able guidance of the management, the Principal alongwith his team of teaching and non teaching staff work for the fulfillment of the vision and mission of the college. The entire system of the college is divided into small constituents for smooth and effective functioning. The college is governed by the services rules mentioned in the University calendar of Kurukshetra University, Kurukshetra and rules of Director General of Higher Education, Haryana. The centralized digital system has reduced the redundancy of work and has ensured speedy disposal of daily routines such as admission process, merit list generation, examination forms, fee collection and reports generation. The college provides cordial environment to its workforce and has provision for following welfare measures for teaching and non-teaching staff in the form of maternity leave to Women Employees, Casual leave, Earned leave, Fee Concession for Wards of Employee, Study Leave and Academic/Duty leave, emergency medical assistance. The college also organizes workshops and seminars for academic and professional development of staff and students. Most of the faculty members of the college attend various training programmes, Orientation and Refresher courses, Faculty Development Programs organized by various universities, Government and non-government agencies. The College is following the DGHE, Haryana norms with regard to Performance Appraisal System for teaching and non-teaching staff. The funds received from various government and Non-government agencies are utilized to provide scholarship and freeships to the students. The College also provides financial assistance to the needy and meritorious students and provide free books for a semester through its Book Bank facility. The IQAC of the college play very important role for promoting quality culture in the college. Through IQAC, the college has been able to take quality measures like emphasis on ICT, Strengthening of internal examination system, Organizing educational tour/field visits etc.

Institutional Values and Best Practices

Markanda National College as an institution believes in equal opportunity to all, irrespective of caste, gender, religion etc. The college has an active Grievances Redressal Cell to address the grievances, if any.

Alternative Energy Source: Process for installation of 20 KW Grid Solar Electricity Plant has already been

initiated and it is expected to be completed very soon.

Waste Management: Markanda National College is equally concerned about environment management and conservation. Important **initiatives** have been taken by the college for solid and e-waste management. The college is concerned about water conservation and has initiated water recharging process at the campus. The college has setup a rain harvester in the ground of sports complex. The college has constructed huge pit for making compost from green waste. The college has eco-friendly campus and maintains natural diversity through its green lawns, trees of various varieties and medicinal plants. The college is promoting various initiatives of conserving greenery in the campus. Tree plantation, Van Mahotsav and swachhta Abhiyaan are a regular feature of the college activities.

Facilities to Divyangjan: Markanda National College provides necessary facilities to Divyangjan students which include the wheel-chair, Ramps, Rest room etc. The scribes for the visually and physically handicap students are also available as per university rules if required.

Human Values and Professional Ethics: Markanda National College also organizes various programmes such as the Independence Day, Republic Day, Gandhi Jayanti, Ekta Divas, World Integration Days, Pre RD camp, World Health Day, Flag Day etc. Issues like National integration, Communal harmony and social cohesion as well as for observance of fundamental duties **are emphasized in the college functions, NSS camps and NCC activities.**

Best Practices:

1. The college provides generous scholarship & freships to needy, meritorious and extraordinary students.
2. The college is constantly transforming itself from traditional to ICT enhanced learning environment.
3. The college provides its infrastructure & facilities to the society for sports-Indoor and outdoor games as well as to prepare for recruitment in Police and Armed forces.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	MARKANDA NATIONAL COLLEGE
Address	Markanda National College, Sector-1, Urban Estate, Ladwa Road
City	Kurukshetra
State	Haryana
Pin	136135
Website	www.mncshahabad.com

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Ashok Kumar	01744-240152	9416144789	01744-245173	mncshahabad@yahoo.co.in
IQAC / CIQA coordinator	Jawahar Lal	01744-241139	9466435456	01744-241158	laljawahar456@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	01-01-1971

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Haryana	Kurukshetra University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	30-06-1974	View Document
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Markanda National College, Sector-1, Urban Estate, Ladwa Road	Semi-urban	5.27	3182

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Arts	36	Senior Secondary any	English + Hindi	320	225
UG	BCom,Commerce	36	Senior Secondary any	English + Hindi	80	78
UG	BCom,Commerce	36	Senior Secondary any	English + Hindi	80	14
UG	BSc,Science	36	Senior Secondary Science	English	60	36
UG	BSc,Science	36	Senior Secondary Science	English	40	11
PG	MA,Arts	24	Graduation any	English	40	11
PG Diploma recognised by statutory authority including university	PG Diploma, Yoga	12	Graduation any	English + Hindi	40	25

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				0				23			
Recruited	1	0	0	1	0	0	0	0	16	6	0	22
Yet to Recruit	0				0				1			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				12
Recruited	11	0	0	11
Yet to Recruit				1
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	0	0	0	11	2	0	14
M.Phil.	0	0	0	0	0	0	4	3	0	7
PG	0	0	0	0	0	0	0	2	0	2
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	3	6	0	9
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	662	2	0	0	664
	Female	230	3	0	0	233
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	17	0	0	0	17
	Others	0	0	0	0	0
PG Diploma recognised by statutory authority including university	Male	10	0	0	0	10
	Female	15	0	0	0	15
	Others	0	0	0	0	0
Diploma	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	103	127	104	117
	Female	57	47	36	26
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	210	270	277	353
	Female	79	106	91	91
	Others	0	0	0	0
General	Male	364	386	352	336
	Female	123	85	75	71
	Others	0	0	0	0
Others	Male	2	3	0	0
	Female	1	0	0	0
	Others	0	0	0	0
Total		939	1024	935	994

Extended Profile

1 Program

1.1

Number of courses offered by the institution across all programs during the last five years

Response: 225	File Description	Document
	Institutional Data in Prescribed Format	View Document

1.2

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
9	8	7	7	7

2 Students

2.1

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
939	1024	933	994	919

File Description	Document
Institutional Data in Prescribed Format	View Document

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
330	350	310	310	310

File Description	Document
Institutional data in prescribed format	View Document

2.3**Number of outgoing / final year students year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
260	241	205	254	227
File Description		Document		
Institutional Data in Prescribed Format		View Document		

3 Teachers**3.1****Number of full time teachers year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
22	16	17	16	18
File Description		Document		
Institutional Data in Prescribed Format		View Document		

3.2**Number of sanctioned posts year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
24	24	24	24	24
File Description		Document		
Institutional data in prescribed format		View Document		

4 Institution**4.1****Total number of classrooms and seminar halls****Response: 17****4.2****Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)**

2017-18	2016-17	2015-16	2014-15	2013-14
79.34662	53.93248	46.12834	37.17421	28.48185

4.3**Number of computers****Response: 44**

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

The curriculum of the college is determined by the affiliating University i.e. Kurukshetra University, Kurukshetra which the college is bound to follow and implement. In this regard, guidelines are issued by the university for schedule and rules of admission, registration etc. An academic calendar is also issued by the University/state Govt. At the commencement of each session a staff meeting is held to discuss the process of admission and other important activities to be taken up during the session. IQAC of the college also discusses the various issues of Quality Education in its meetings from time to time. A committee of the staff members makes academic calendar of the college every year. The academic calendar is circulated among the staff and also displayed on the notice boards for the students so that they are able to plan everything in advance according to the schedule. Department-wise meetings are also organised to discuss the academic calendar and lesson plans for the session. The academic year is broken up into sessions and the syllabus is distributed accordingly by the heads of the departments among the teachers. The distribution is done keeping in mind the mandatory class-test, mid-term examination and the university examinations. The academic calendar published on the basis of these deliberations makes the whole process of implementation of the curriculum transparent and effective.

Sometimes the Affiliating University and Department of Higher Education, Haryana organise workshops pertaining not only to changes made in the curriculum but also the manner in which it may be effectively translated. IQAC of the college plays a very active role in the matters of the curriculum. Through its meetings, the teachers are requested to come up with innovative and interesting methods of teaching. Emphasis is also laid on industrial visits and educational tours. Extension lectures by experts and seminars are a regular activity of the college through which teachers and students remain well informed about the latest developments in their subjects and fields. Every year a one day 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 of the college and the university.

- The institution assists in the implementation of the curriculum by implementing / following all the decisions of governing body meetings, staff meetings, departmental meetings etc.
- The faculty members regularly attend the meetings of various University bodies where they give suggestions regarding the development and up-gradation of the curriculum keeping in mind the students, as well as Guardians, feedback.
- To that end, IQAC has been entrusted the responsibility to collect and analyse 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 Number of certificate/diploma program introduced during the last five years**Response:** 1**1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Details of the certificate/Diploma programs	View Document
Any additional information	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years**Response:** 22.47**1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
01	00	02	00	1

File Description	Document
Details of participation of teachers in various bodies	View Document
Any additional information	View Document

1.2 Academic Flexibility**1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years****Response:** 5.78

1.2.1.1 How many new courses are introduced within the last five years

Response: 13

File Description	Document
Minutes of relevant Academic Council/BOS meetings.	View Document
Details of the new courses introduced	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 44.44

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

Response: 04

File Description	Document
Name of the programs in which CBCS is implemented	View Document
Any additional information	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 5.97

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
65	47	30	53	90

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

The primary objective of the college is to promote and ensure allround development of the students. Besides traditional, two add - on courses namely Retailing and ICT are being run for the benefit of students. They can opt for these courses along with their normal courses of study. During the last two years, the college has added two courses under self- financing scheme: (1) one more unit of B.Com (2) P.G Diploma in Yoga. For the students of Humanities, elective options are available with subjects like History, Political Science, Economics, Mathematics, Punjabi, Sanskrit, Marketing and Physical Education.

The curriculum implemented in the institution is designed by the affiliating University. The college follows the semester system as per the guidelines of the university and will introduce Choice Based Credit System only on the direction of university. Environment studies is a compulsory subject for all the students. Regular classes are held for Environment Studies during the first year of their courses. However as per University rules, it is mandatory for all the students to pass environment studies paper for obtaining their Graduation Degree.

Similarly, Computer Awareness course is compulsory for all the students and they are required to pass this compulsory paper for obtaining degree.

Although there is a separate college for girls students in the town, the college has served the reputation of being a safe, secure and sound co- educational college. Girls students seek admission in the college in all the courses. The college as per its mission is committed to provide safe and secure environment to the girls, besides education at affordable rates. All efforts are made to fulfill these commitments by providing all kinds of facilities through Women Cell, Prevention of Sexual Harassment Cell, separate common room, separate purifier filterd water cooler, separate washrooms etc. Women Cell regularly organises activities like extension lectures, mehndi competition, rangoli competition, nail paint competition to sensitize girls against gender bias. The college has recently installed a sanitary napkins dispensing machine for the benefit of girls students. Cultural activities - Talent Search competition, Fashion show, Modelling, Youth Festivals, Inter - College competitions, Professor Rajeshwar Shohh Memorial Poetic Recitation competition, extension lectures etc are a regular component of the college calendar which help in inculcating human values among the students. Besides, Women's Day, Independence Day, NSS Day, Republic Day, Teachers' Day, Gandhi Jayanti, Rashtriya Ekta Diwas, Flag Day, Voters Day, Science Day are celebrated every year to foster National and Human Values among the students.

For professional ethics, the Placement cell of the college organises workshops, Personality Development Programs, extension lectures, participation in Job Fests, Business Fests etc in the college every year.

The college has signed an MOU with MGM Education Ambala on behalf of Tally Education, Bangalore for providing the training and certification of TALLY to the students.

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 4

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 4

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document
Brochure or any other document relating to value added courses.	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 0

1.3.3.1 Number of students undertaking field projects or internships

File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise

Response: E.None of the above

File Description	Document
Any additional information	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback processes of the institution may be classified as follows:

Response: E. Feedback not collected

File Description	Document
Any additional information	View Document
URL for feedback report	View Document

NAAC

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0.18

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	4	0	0	0

File Description	Document
List of students (other states and countries)	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 66.93

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
400	513	431	503	391

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
660	700	660	660	660

File Description	Document
Institutional data in prescribed format	View Document

2.1.3 Average percentage of seats filled against seats reserved for various categories as per

applicable reservation policy during the last five years**Response:** 75.56

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
236	267	217	292	204

File Description**Document**

Institutional data in prescribed format

[View Document](#)**2.2 Catering to Student Diversity****2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners****Response:**

The institutes assess the learning levels of the students, after admission and organises special program for advanced learners and slow learners. The details of the process are as under:

- Students are admitted on the basis of their eligibility as prescribed by the affiliating University (Kurukshetra University). The eligibility is based on the marks scored by the students in lower examinations.
- Prior to admission, one-to-one counselling is carried out by the Admission cum Counselling Committee which comprises of senior faculty members.
- Immediately after admission, re assessment of students' needs is carried out by individual teachers in the classes and accordingly the institution allows subject change or faculty change.
- For advanced learners every department organizes special classes where as extra books and notes are provided to them. Their academic gaps and progress are noted down. Counselling sessions are organised to cater to their needs. The college provides advanced level books in college library as per the needs of the learners. Advanced Learners are also encouraged to participate in national seminars organised by the college from time to time.
- For slow learners extra classes are provided, and counselling sessions are organised. As far as possible their progress is also discussed with their parents. Mentorship classes are regularly held to assess the level of students.

2.2.2 Student - Full time teacher ratio**Response:** 939:32

2.2.3 Percentage of differently abled students (Divyangjan) on rolls**Response:** 0.32**2.2.3.1 Number of differently abled students on rolls**

Response: 03

File Description	Document
List of students(differently abled)	View Document
Institutional data in prescribed format	View Document
Any other document submitted by the Institution to a Government agency giving this information	View Document

2.3 Teaching- Learning Process**2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences****Response:**

The main focus of Management, Principal and Staff of the college is overall development of the students so that after leaving the college they can take up all the challenges posed in front of them in life as well as in work. Encouraging participative and experiential learning are the basis of many activities in the college that provide practical experience to the students.

The college library is a rich source of quenching the intellectual quest of the students for developing the critical thinking, creativity and scientific attitude among the students so as to transform them into life-long learners and innovators. The college library is fully equipped with numerous books, journals, magazines, newspapers, e-books, and internet facilities with proper sitting arrangement.

Modern teaching-aids such as power point presentation, use of laptops, use of CDs, e-journals, DLP projectors are available in the college. Students are also encouraged to help teachers in installing and operating these aids so that students might take active interest in teaching learning activities.

Academic activities such as project works, case studies, mock teaching, debate and declamation contests, quiz contests etc. are regular features of every class which prepare the students for the challenges of life.

The college organizes National and State level seminars, conferences, exhibitions, workshops and cultural events in which students take active part and are made familiar with new ideas and avenues in their fields. Students are also allowed to participate and interact with the experts and participants from other institutions and industries.

The college provides free internet facility in the library as well as in the campus for the independent and open learning.

Computer education is an integral part of learning for all the students and required number of updated desktops and computer labs are available in the college.

Educational and industrial tours are organized to give practical knowledge to the students for making the learning more interactive. In these activities, students are given active roles of managing number of areas.

All the Science and Computer Laboratories are fully equipped with latest equipment to provide experimental learning to the students.

Cultural activities organized by the college not only familiarize the students with their culture, but also induce in them healthy competitive spirit.

For the development of critical thinking and scientific temperament in the students, various guest lectures are organized by inviting reputed teachers from university and other colleges. It provides a broader outlook to the students. Various activities organized by NCC, NSS, Women Cell, Legal Cell and other cells intended to induce in students critical thinking, creativity and scientific temper.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 72.73

2.3.2.1 Number of teachers using ICT

Response: 16

File Description	Document
List of teachers (using ICT for teaching)	View Document
Any additional information	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 42.68

2.3.3.1 Number of mentors

Response: 22

File Description	Document
Any additional information	View Document

2.3.4 Innovation and creativity in teaching-learning

Response:

The College Administration has always been well aware of and open to innovations and promotion of creativity in teaching-learning process. A lot of steps have been taken by the College to promote modern ways of teaching to make learning more interesting as well as interactive. Efforts are made to transform the learning environment towards creativity in many ways. Some of them are listed below:

Faculty of the College is very open and enthusiastic in making Power point presentations as well as including videos in the classroom teaching for the students' ready reference. It also caters the needs of the slow learners. College has conference room equipped with Smart Board, DLP Projectors where faculty members engage students regularly for displaying various subject related videos. There are sufficient numbers of computers in the computer labs in the college and students are encouraged to take the help of ppts presented by faculty members to prepare the class notes.

The college library is fully equipped with required number of books, journals, magazines, newspapers, e-books, internet facilities with proper seating arrangement. Students can access the college library through the computers in the library. Students are also made aware of the e-facilities available to them by the library staff through special sessions.

Faculty members make the students aware of various sources of information available. In addition, faculty members also encourage the students to visit e-pathshala, e-journals, e-books and other online platforms.

P.G. Diploma in Yoga is a career oriented and modern day course run by the college to promote the fitness and prepare Yoga teachers for the society as well.

It's not just the teaching of the students but also of the teachers that is taken care of properly by the College in the form of encouraging teachers to participate in Orientation and Refresher Courses so that teachers can add something new to their teaching skills. Faculty members are also encouraged for participation in National and International conferences/seminars.

College Administration encourages each department for organizing seminars and conferences on relevant and current issues where experts from reputed institutions are invited and students interact with them. Every year two to three departments organize National Seminars keeping in view the modern teaching learning developments in the field. Faculty development programmes are also organized by the College so that faculty can inculcate something new in their teaching skills.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 119.17

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years**Response:** 53.32**2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
14	8	9	8	9

File Description**Document**

List of number of full time teachers with PhD and number of full time teachers for 5 years

[View Document](#)**2.4.3 Teaching experience per full time teacher in number of years****Response:** 13.77**2.4.3.1 Total experience of full-time teachers**

Response: 303

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years**Response:** 0**2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

Institutional data in prescribed format

[View Document](#)**2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years****Response:** 10.83

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	2	2	3	3

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document
Any additional information	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

M.N college, Shahabad (M) is affiliated to Kurukshetra University, Kurukshetra. The examination pattern followed by the college is strictly as per the pattern issued by the University. As per the guidelines issued by the university, one class test in each subject for the students is mandatory in each semester. We were following the same till the session 2016-17. But teachers of the college gave the feedback that due to the large strength of students per subject in one section, it becomes difficult to manage the class test in one period. Moreover, Students do not take it seriously. The matter was put in IQAC meeting agenda and it was resolved that a test of duration 1.30 hrs should be conducted in each semester strictly based on the pattern of final examination. It is hoped that it will inculcate the habit of writing among the students. The evaluated answer sheets are shown to students and they would be able to know their weaknesses, weak part of the syllabus. The failed /weak students are given extra time to remove their weaknesses regarding syllabus. The other major reform made by teachers is to make a linkage between classroom and practical knowledge. It was decided that every Saturday students should be engaged in some extra activity like field work, small excursion, group discussion, industrial visit, mentoring etc. so that they can acquire the practical knowledge of their interest/area.

Alongwith a test of 1.30 hrs, small tests of duration 20 to 25 minutes are conducted in the class and these tests are checked on the spot. If evaluation of all students is not possible, randomly 10 to 15 students in rotation are evaluated. These short tests induce the habit of regular study among students.

The internal assessment system followed by Markanda National College, Shahabad (M) is based on the guidelines issued by affiliating Kurukshetra University, Kurukshetra. The total internal assessment marks are 20% of the total marks of a given subject. These 20% marks are further divided into 5% for attendance of the student, 10% for two assignments (5% each) of each subject and 5% to marks obtained in the class test. The internal assessment system is totally transparent. The marks obtained in the class test are displayed on the notice board. The students securing 1st, 2nd, 3rd position are rewarded in prize distribution function. In the same way, lecture statement of each student for each subject is displayed on the notice board before the commencement of the semester exams. It helps the students to plan and meet

the requirement of necessary percentage of attendance. The display of class test marks helps the pupil to remove the weaknesses of the subject, if any. The assignments received from the students are evaluated by teachers and marks are shown to the students. In this way, the internal assessment system is transparent and effective.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The award of internal assessment marks is in schedule of examination system of our affiliating university i.e. Kurukshetra University, Kurukshetra. 20% marks are assigned for internal assessment in each subject. These marks are further divided into three categories.

For Post graduate classes, 10 marks are assigned for seminar which is mandatory for each student to present through PPT's/manually using black board in the class.

All the faculty members assign two assignments to students of their subject, evaluate them and display the awards on student's notice boards for transparency. The examination cell of the college provides date sheet of examination of duration 1:30 Hrs in advance and conducts as per the schedule. The answer sheets are evaluated and distributed to students in the class so that they can interact with their subject teacher in case of any discrepancy or query. Teachers discuss the question papers in the class to solve their problems. Techniques of attempting questions are also discussed in the classes. Students are encouraged to attend their classes regularly through notices and mentoring classes.

If due to some unavoidable circumstances (Like participation in competitions or family circumstances) or illness, students are not able to take the tests, they are given a special chance to appear in tests for their benefit.

Marks in attendance are given to those students also who participate actively in sports/Cultural activities/Adventures trips as per the affiliating university norms. Shortage of lectures is also displayed on the students' notice board. All this information is conveyed to the students in orientation programmes organized at the beginning of each session. In this way the college adopts a transparent and robust mechanism of internal assessment.

5% Marks for Attendance 5% Marks for Class Test 10% marks for two assignments in each subjects

2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

Response:

The College follows the examination pattern and schedule issued by the affiliating University from time to time. While implementing the norms of the University, the college ensures that it is transparent, time-bound and efficient.

At present the College is following semester system as per the directions of the affiliating University. Semester exams are conducted in the months of Nov/Dec and April/May for odd and even semesters, respectively. 20% marks are assigned for internal assessment in each subject. To implement this system effectively and efficiently, the college has its own Examination Committee headed by Controller of Examination. This committee ensures that all the notices related to examination are prepared and displayed in time. All the examination related information is conveyed in detail during the Orientation program for freshers. The information is also displayed at strategic locations in the college through display boards. The college prospectus and website also contain this information in detail. The Examination Committee finalizes the internal assessment of the students very carefully, with inbuilt mechanism of checks and balances.

At every step the information is shared with students. Grievances, if any, are attended to by the Committee very patiently and empathetically. The Committee tries its level best to resolve all the complaints.

Special chances and mercy chances are given to the students to appear in internal tests and to submit the assignments. For complaints in final examinations, there is provision of re-evaluation/re-checking of answer sheets at the University level. Students are guided about the same. In this way, the college has a very strong mechanism for examination related grievances which is totally transparent and efficient.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

The academic calendar is prepared every year under the guidance of Principal, M. N. College, Shahabad (M). For the preparation of calendar, Principal appoints a three member committee. At present the convener of the committee is Mrs. Bhavini Tejpal. The other two members are Sh. Suresh Kumar & Dr. Tarun Kansal. Through this calendar all the activities of the college are planned in advance and are communicated to all the stakeholders through notice and website. As a results all are able able to plan and prepare for these activities in time. Through this calendar everyone comes to know what and when for the whole session. The committee prepares it very carefully with the help of teachers from all the departments, keeping in mind various other important factors also. Once the calendar is finalized, the college tries its best to ensure that it is implemented and executed in better spirit. Reports of all the activities are recorded in the Activity Register of the college and then printed in the annual Report of the college through college Magazine "Markandeya"

Since the University's curriculum is divided into 2 different semesters i.e. Odd & Even semesters, academic calendar is prepared for both the semester. In odd semester, the college opens on 1st July every year. The regular classes commences in the 3rd week of July after Hawan ceremony. An assembly of freshers is organized in 2nd week of August. The Independence Day is celebrated on 15th August, on the same day, Van Mahotsav is also organized. Swachhta Abhiyan is organized in last week of August. The Talent show is organized in 1st week of September. Hindi Diwas is celebrated on 14th September. NSS day is celebrated on 24th September. The quiz competition & extension lectures are organized in months of September-October. Athletic Meet is organized in the 1st week of November. The Parent's Teachers meet is also organized in 1st week of November. University examinations begin in the second-third week of November.

In even semester, the regular classes start on 1st January. National Youth Day is celebrated on 12th January. Republic day is celebrated on 26th January. Road safety programme is organized in the last week of January. Science exhibition is organized in last week of February. The seminars/quiz competitions are organized in 2nd\3rd week of February. In the same month, Blood Donation Camp is organized. Women's day is celebrated on 8th march. Prof. Rajeshwar Prashad 'Shokh' Memorial Poetical recitation competition is organized in the month of March. The university exams are commenced on 3rd week of April.

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 on website and communicated to teachers and students

Response:

The learning outcomes of the college specify what the learners will know or will be able to do as a result of the learning activity. Since the college follows the curriculum prescribed by the University, the outcomes are pre-described with every specific course and stream chosen by the students. They are expressed in the form of knowledge, skills and attitudes that the learner will be able to imbibe and then present for evaluation after the completion of the course. The college follows an evolution by conducting university examination at the end of each semester, 80% weightage is given to final examination and 20 % to internal assessment consisting of class test, assignments and class attendance. Learning outcomes are conveyed to the students clearly at the time of admission counseling while they are in process of choosing their streams. The process is continued even after the admission during the first few teaching days

The college is aware that education does not mean merely acquisition of knowledge and information. Its purpose is to train the student for the challenges of the world that exist outside the campus.

As such, the learning outcomes imbibe a comprehensive approach towards the goals of education. It aims at developing the personality of the students not only through classroom inputs but also by giving them ample opportunities of personal growth through curricular activities including cultural, sports, NCC, NSS, Subjects, Societies and associations.

The staff is sensitized about these goals in various interactive sessions during staff-council and departmental meetings. Students are given complete information of various learning opportunities available through the college prospectus, Website and motivational talks by teachers in the mentoring classes. It would be pertinent to mention here that the learning outcomes, which are as follows, are also in consonance with the vision and mission.

File Description	Document
Any additional information	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are

evaluated by the institution**Response:**

The college monitors the progress of the students through class tests, assignments and surprise tests. After evaluation, the class tests and assignments are returned to the students and discussed in the classes by the teachers. The results of the students are communicated through display on notice boards and also in parents-teacher meetings. It serves to include the parents in the learning process. The results of tests, assignments, internal examinations and final examinations are discussed in the meeting of examination committee, IQAC and Departmental committee, Governing body meetings to assess the success of programme outcomes. Necessary steps are initiated to improve the performance of students.

2.6.3 Average pass percentage of Students

Response: 49.08

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 107

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 218

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.44

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of project and grant details	View Document

3.1.2 Percentage of teachers recognised as research guides at present

Response: 6.25

3.1.2.1 Number of teachers recognised as research guides

Response: 02

File Description	Document
Any additional information	View Document

3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

Response: 39

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

During the past few years, the college has introduced different innovative ideas and implemented the same for betterment of the institution and for creation and transfer of knowledge among students as well as staff members. These are as under

- To make the teaching-learning more effective lesson plans are prepared at the beginning of each semester. These lesson plans are displayed on the notice boards and college website. This makes the teaching-learning process systematic, planned and effective.
- Identity cards are provided to students in the beginning of the session to check and restrict the entry of the outsiders. I-cards carry the bar-code system which is used in the Library also for issuing books, Magazines etc.
- Working of the General office and Account Branch of the college has been computerized to improve their functioning.
- The library has been linked to INFLIBNET-on internet connection to download e-journals and e-books. This benefits the staff and students.
- The Principal and Staff take care of the students under stress. In addition to this mentoring classes are also conducted on regular basis for this purpose.
- For the benefit of students special extension lectures by experts from university and industry are arranged. This practice is followed by all the departments of the college.
- A special support system for the students has been created through appointment of Nodal officers for various cells.
- Exclusive Career Guidance Cell has been set up in the college, so as to assist the students in choosing the right path to attain success.
- Inclusion of student representatives in various college committees like IQAC, Career Guidance Cell, Red Ribbon Club, Magazine Committee has been introduced to incubate the quality of leadership and management.
- To incubate the habit of research and writing, each year college publishes a magazine “Markandeya” that includes articles written by students of various streams.

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 1

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

File Description	Document
Report of the event	View Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

<p>3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research</p> <p>Response: Yes</p>	
File Description	Document
Institutional data in prescribed format	View Document
<p>3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards</p> <p>Response: No</p>	
<p>3.3.3 Number of Ph.D.s awarded per teacher during the last five years</p> <p>Response: 1</p>	
<p>3.3.3.1 How many Ph.Ds awarded within last five years</p> <p>Response: 03</p>	
<p>3.3.3.2 Number of teachers recognized as guides during the last five years</p> <p>Response: 03</p>	
File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document
Any additional information	View Document
<p>3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years</p> <p>Response: 1.24</p>	
<p>3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years</p>	

2017-18	2016-17	2015-16	2014-15	2013-14
5	3	1	3	10

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 2.25

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
15	13	10	2	0

File Description	Document
List books and chapters in edited volumes / books published	View Document

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

NCC, NSS Unit, Red Ribbon Club, Women Cell, Legal Literacy cell of our college have been playing significant role for many years. Principal, NCC Officer, NSS programme officer, students and teachers of the college organize a large number of extension activities in the neighbourhood community. Also, the college has been organizing many social activities related programs in collaboration with HDFC Bank, Punjab National Bank, Bharat Vikas Parishad, Red Cross Society, Rishi Welfare Trust, Rotary Club, Art of Living, Urdu Academy Panchkula, Department of Youth and Cultural affairs, Kurukshetra University, Kurukshetra etc. These activities are related to awareness drives on Swachh Bharat Abhiyan, Energy Conversation, Beti Bachao- Beti Padhao, Water Conversation, AIDS awareness, Blood donation Camps, Road Safety and Traffic Rules, Rallies against social evils awareness, female foeticide, Health and

Sanitation, Gender sensitization, Tree plantation, Disaster Management. The activities under extension activities are also related to anti-polythene, anti-plastic, anti-dowry, anti open defecation etc. Celebration of important days, special camps conducted by NCC,NSS Camp, Red Cross Camps, Digitalization, Rangoli making competitions, Power point presentations ,Seminars, Conferences, Workshops, Quizzes, Sports activities, Cultural activities, Essay writing competitions is a regular features. The college offers a scope for allround development of the students through the NCC Army Wing and NSS. Many NCC cadets of the college have attended National Integration Camps, Army Attachment Camps, CATC camp, Pre TSC camp, Pre RD camps, Hindi Divas, Teachers' Day, Republic Day, Independence Day, National Voters Day, World Health Day, National Youth Day, International Youth Day, Flag day, NCC day, National Integration Day, International Yoga Day, days of Social Reformers are celebrated by various cells of the College. These activities create social and patriotic awareness through these extension activities and a good and humanistic approach is injected in the neighborhood community by all units and cells of the college. All Cadets, volunteers, students and teachers perform their duty and spread awareness and knowledge in the society in different ways such as by conducting rallies, plays and skits, door to door campaigns etc. The college aims at holistic development of the students through such activities along with curriculum and studies. Through these activities, the students get socialized and learn more as individuals for social welfare. The students get a wonderful platform to learn about culture, traditions, values and environment of the society. Through these activities students learn traits like teamwork, effective leadership, effective decision making, good communication skills, discipline, time management etc.

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 2

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	1

File Description	Document
Number of awards for extension activities in last 5 years	View Document
e-copy of the award letters	View Document

3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 16

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	5	1	4	2

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 28.79

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
633	30	570	0	115

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 1

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	01	00	0	00

File Description	Document
Number of Collaborative activities for research, faculty etc	View Document
Copies of collaboration	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 0

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	0	0	0

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

Markanda National College, Shahabad has sufficient number of facilities for teaching-learning exercise such as classrooms, laboratories, computing equipment requisite for the curriculum needs of the students for an ideal learning environment.

The institute is located at a sprawling, serene land at a very commutable distance from National Highway. The Management Committee has been always committed to the cause of quality education and providing good infrastructure facilities in the college to conduct theory and practical classes.

The college has sufficient number of well furnished, well ventilated and spacious classrooms for theory classes. Different streams have separate teaching blocks and students are made aware about their teaching blocks from the very beginning so that there is no confusion and disturbance in the college.

Theory meets the perfection with proper conduction of practicals, and, college has well equipped laboratories for Physics, Chemistry, Physical Education and Computer Science. The College laboratories not only suffice the curriculum oriented practical works but also aid the faculty members in their research. All the laboratories are established as per UGC, University and Haryana Govt. norms by taking full account of the safety measures.

Teachers use Projectors and Computers to elucidate the teaching material wherever required.

Science department has a common Seminar Hall room which is used for discussion sessions and intra-departmental activities for different classes of science stream. A conference room with a seating capacity of 200 is also available to conduct seminars and conferences. The conference room is equipped with a Projector and Audio-visual aids. College can also boast of a multipurpose Auditorium, with a seating capacity of 700 students and faculty members.

Alongwith a spacious staffroom, college has provided office to every department so that students can interact with the teachers at personal level to clear their doubts.

College administration caters to the technical needs of the faculty members through computers available in Computer Department so that they can provide students the latest information. Printers and Internet facility is available at multiple locations in the college.

The library of the college is provided with text books, reference books, journals, magazines, newspapers etc. College library has the facility of E-Learning which includes a wide range of e-journals, e-magazines and e-books. College librarian has worked enthusiastically to develop an Internet Application of the college library. Book bank facility is also provided to the needy students so that they can use the books for the whole semester.

4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities

Response:

The institution has adequate facilities for sports, games (indoor, outdoor) gymnasium, yoga centre etc and cultural activities. Holistic development of the students is the core concern of the college. Students are encouraged to participate in sports and cultural activities alongwith the curriculum. Students have earned awards and appreciation at multiple levels. College has a well maintained sports complex. Multipurpose auditorium also serves the purpose of indoor facility of badminton court. College offers Post-Graduate Diploma in Yoga and this course has enhanced the awareness and interest among the students as well as faculty members towards Yoga. Qualified Yoga trainers are appointed to cater to all teaching and practical needs of the students. Regular faculty member of Physical Education encourages the students to participate in different types of games. College teams are formed to take part in university sports competitions. The college has produced many state and national level sportspersons. Every year, college organizes a sports meet in which students who are not directly involved in sports are also encouraged to participate.

Sports facilities available in the college:

1. Athletic 200 mts grass track
2. Badminton indoor court (standard size with synthetic floor)
3. Basket Ball cemented court (standard size)
4. Volleyball ground
5. One T-T table (standard size)
6. Two sets of weight lifting
7. One Handball Court (standard size)
8. Kabaddi Ground
9. Chess
10. Carrom Board

Cultural facilities and activities in the college:

Every year, College takes part in cultural festival organized by Kurukshetra University, Kurukshetra. Students are encouraged to work on their cultural talent to represent the institution at multiple levels. College itself also organizes a Talent Search Show to acknowledge the talent of new students admitted to the college. An annual state level poetical recitation competition is organized by the college in the fond memory of our former teacher late Prof. Rajeshwar 'Shokh'. College takes the outsourced assistance from reputed coaches/trainees to train the students for different cultural events.

College Auditorium is the grand area for all the cultural activities that are organized in the college. Conference Hall, is used for symposium / Debate / Declamation / Quiz / Rangoli / Poetic Recitation etc. Moreover, students display their art in the form of Poster making, Collage and Rangoli in the college corridors as well.

File Description	Document
Link for Additional Information	View Document

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

Response: 5.88

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 01

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 5.34

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
4.69	0.18	0.63	4.98	1.62

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document
Any additional information	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

The Markanda National College Library (MNC Library) is a wi-fi enabled, well equipped and well

maintained library, which is accessible at the first floor of the institute. It is designed to meet the academic needs of the faculty, students and staff of the College. The College is striving to make the library a knowledge hub by providing textbooks, information sources and inclusion of non-conventional resources. Keeping in mind the gradual shift of changing needs of the academic stakeholders, the MNC Library is moving towards the electronic resources such as e-books, e-journals and databases.

The MNC Library is equipped with **Library Management System (LIMT)** software, version 5.6.1, from the year 2015 onwards and has achieved partial automation of its services and functions.

The MNC library caters to around 1000 academic patrons with a seating capacity of 100 persons. The services rendered by MNC Library are reference services, academic support, circulation services, database training support, user guidance service and current awareness service by providing new arrivals of books. As a part of nation building exercise, it also extends its services to the external community.

In addition to the various resources, the MNC library hosts a magazine and newspaper area, a browsing section and a reference section.

The Library collection includes:

- Books: Print 26238; e-Books 80409 (through N-LIST)
- Journals/Magazines: Print 33; Online - over 3828 (through N-LIST)
- Newspapers: 12

File Description	Document
Link for Additional Information	View Document

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

The college library is developing its collection in the following areas:

1. Reference Section: It comprises of encyclopedias, dictionaries, fiction, non-fiction and general reading books. It has collection of biographies of eminent personalities in the field of Sports, Science, Politics and Social Work.
2. College is also building a collection of religious books – Bhagwat Gita, Vedas, Puranas, Satyarth Prakash, and complete works on Swami Vivekananda etc.
3. Career counseling/competition books: The library is subscribing latest current affairs magazines and books for various levels of competitive exams.

4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

Response: C. Any 2 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document
Any additional information	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 0.63

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.87043	0.49673	0.74395	0.14705	0.91023

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document
Any additional information	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

File Description	Document
Any additional information	View Document

4.2.6 Percentage per day usage of library by teachers and students

Response: 5.72

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 55

File Description	Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The College understands the importance of IT in the education domain and is striving to build an adequate infrastructure for its promotion. The stakeholders' requirement is the driving force behind the inclusion policy of IT equipment. Before the commencement of every academic year, the college adopts a thorough assessment procedure for replacement/upgradation/ addition of existing IT infrastructure. The college is equipped with three computer labs with an inventory of thirty five systems. All the computer systems are connected with LAN facility and are utilized by the students in their vacant periods. The college is maintaining three smart classrooms, wherein, the faculty members are delivering subject as well as general lectures, with the assistance of latest ICT tools. The Library and Administrative office are given dual facility of Wi-Fi and Broadband facility for the staff members. All the systems and softwares are upgraded on periodic basis. Annual Maintenance Contract (AMC) is fixed on an annual basis with the IT vendor. Repair and maintenance activities are delegated to the same on a case to case basis. Wi-Fi is available through Reliance Jio Infocomm Limited with a limited free data usage per day to a single user. The library of the college is providing membership of National Digital Library of India and N-LIST programs for the faculty and students. Besides, it also provides access to e-pgpathshala, e-gyankosh and SWAYAM programs of the Government of India to make the teaching and learning process more interactive and effective. The website of the institute is monitored and maintained by the designated official of the college and also by the web committee of the college. The college is planning to expand its infrastructure keeping in view the latest trends in IT based education and would like to develop its own Learning Management System (LMS) and Massive Open Online Courses (MOOCs') in future.

4.3.2 Student - Computer ratio

Response: 939:44

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

Response: 5-20 MBPS

File Description	Document
Any additional information	View Document

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)**Response:** No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure**4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years****Response:** 9.97

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
6.54491	4.62649	3.95201	2.26947	5.23059

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Audited statements of accounts.	View Document
Any additional information	View Document

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.**Response:**

The college has set standards and procedures for the maintenance and utilization of physical, academic and support facilities. The college is equipped with three Computer labs, one Physics lab, one Chemistry lab and one Yoga lab. The labs are available to the enrolled students of the college and are related with the respective subjects. The students are charged as per the University instructions for the laboratory funds. In addition to that college maintains sufficient funds for the upgradation of laboratories and other facilities for the students. The college building is in approx. 0.5 acres and the rest area is sprawled with gardens, sports grounds, cafeteria and parking area in it. The college premises is available to the enrolled students, faculty and staff members. Adequate staff is deployed for the maintenance of the same. The access to the College Library is for the faculty, staff and enrolled students. Besides, the library also offers external membership

for the alumni, professionals and senior citizens. The services are free for senior citizens while it is on nominal charges for other types of external membership. Most of the faculty members are inclined towards ICT tools. The teaching learning process is supported by smart class rooms with a facility of projectors and screens. Portable audio-visual equipment are available for enhanced support. Skilled laboratory attendants are employed by the college to provide timely support to the faculty and staff members. The college is maintaining two sports grounds and one indoor badminton court hall for its stakeholders. Keeping in view the legacy of sports culture in the state/town and the induction of city sportsmen/sportswomen in elite national teams, the college is providing the sports grounds on a no cost basis to the budding sports professionals. The athletes can use the same for two hours in the morning and for three hours in the evening. A multi-purpose auditorium is available in the college, which can be used by any department after seeking permission from the competent authority. The college is opening its gate to the external community by organizing various cultural programs of interest for the public.

NAAC

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 26.2

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
248	256	192	317	249

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	View Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	View Document
Any additional information	View Document

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 8.26

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
70	85	66	108	70

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching

- 5. Language lab
- 6. Bridge courses
- 7. Yoga and meditation
- 8. Personal Counselling

Response: E. 3 or less of the above

File Description	Document
Details of capability enhancement and development schemes	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 0

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 0.43

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	22	00	00	00

File Description	Document
Details of the students benefitted by VET	View Document
Any additional information	View Document

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Details of student grievances including sexual harassment and ragging cases	View Document
Any additional information	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 11.54

5.2.2.1 Number of outgoing students progressing to higher education

Response: 30

File Description	Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 0

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) year wise during last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

Number of students qualifying in state/ national/ international level examinations during the last five years

[View Document](#)

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) during the last five years.

Response: 0

5.3.1.1 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-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

As per rules, there is no provision for constitution of student's council in the College of Haryana. However, the college ensures the representation and participation of students in all activities through various administrative bodies/committees of the institution.

- 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

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 function is a regular feature of institution.

Present and old students are members of IQAC. They contribute in planning the academic calendar of College and help in executing the same throughout the year.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 6.8

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
9	8	5	5	7

File Description	Document
Report of the event	View Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

Markanda National College is one of the oldest colleges in the Kurukshetra district. It was established in 1971 to cater to the needs of rural and urban population of the vicinity. It is offering courses in the Undergraduate faculty of Arts, Commerce and Science with Post Graduate Course in English and add-on courses in Retailing and ICT. Beside, the college is offering P.G. Diploma in Yoga also. The College is proud of its worthy alumni who have earned accolade because of their positive contribution to the society. The College Alumni have joined varied fields viz. Law, Teaching, Banking, Accounts, Police, Army, Agriculture, Business and Social Work, Politics etc. The College is in touch with its alumni and has formed network with them through social media and other communication channels. The College believes in firm footing of relations with alumni and on these views have organized alumni meets in the college in order to provide conducive environment to alumni to support their Alma Mater with their work, wisdom and resources. Though formally Alumni Association is not registered yet informally the contributions of Alumni Association towards College are as under:

1. Provides financial assistance to the meritorious and poor students.
2. Alumni Association regularly meets and interacts with the College authorities to deliberate upon developmental agenda of the College.
3. The association works as a support system by providing placement facility to the Graduating students.
4. The association is supporting various social activities of the College by organizing Blood Donation camps and rallies on social issues.
5. The strong network of the Alumni is exercised by the College to develop interface with the Administration and Industry.
6. The Association also shares their vision by deputing prominent alums to undertake educational classes of the current students in the College.

5.4.2 Alumni contribution during the last five years(INR in Lakhs)

Response: <1 Lakh

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years**Response: 1**

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	1	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	View Document
Any additional information	View Document
Report of the event	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

The Management of the colleges takes active and keen interest in activities. But at the same time, it also awards substantial freedom to the Principal of the College, who is major academic and administrative head of the institution. Under the able guidance of the Management, the Principal alongwith his team of teaching and non teaching staff work for the fulfilment of the vision and mission of the college. The Principal performs proactive role in encouraging and motivating all faculty members for overall academic growth and devolvement of the college. Most important or emerging issues are discussed and finalized in the meetings of Advisory Council. In the process of accreditation by NAAC of the college started playing major role in the planning and execution of devolvement activities of the college. Regular meetings are held to discuss the needs of infrastructure, manpower, new development for the ensuing academic session and accordingly approvals are accorded by them, keeping the need based requirements on top priority. The Management, the Principal and the faculty always work together for designing and implementation of the quality policy and plans. The Principal, being head of the institution, ensures that all provisions of the University by-laws, the statutes and the regulations are observed. The faculty always remains actively involved in decision-making process. The teachers of various committees under the leadership of convener hold periodic meetings and suggest their recommendations to the Principal before arriving at suitable decision for implementation. The faculty members in the capacity of teacher's representatives are members of college Governing Body. Meeting of the Governing Body are regularly held and all the important decisions are passed through it. In nutshell, the Management, Principal and Staff (Teaching and Non-teaching) are actively involved in the decision making process to sustain and enhance quality of education being imparted by the college.

6.1.2 The institution practices decentralization and participative management

Response:

The College believes in democratic system and encourages each of its stakeholders to be a part of the whole system. The entire system of the college is further divided into constituents for smooth and effective functioning. The highest decision making body of the college, which is the Governing Body, is constituted on the basis of election after every three years. The Principal of the College is accountable to the Governing body as well as to the Director General of Higher Education, Haryana. The teaching and non-teaching staff nominates their representatives ultimately, they represent the staff in General Body meetings of the college held from time to time. No system can work efficiently without 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. The list of committees constituted in the college for the current session is as below:

1	Advisory Council
---	------------------

2	Online Admission Committee
3	Bio-metric Attendance Committee
4	NAAC Affairs And IQAC
5	Staff Secretary
6	Cultural Activities
7	Research Committee
8	Construction, Repair& Furniture Committee, Purchase/Disposal/Maintenance Auction Committee
9	Women Cell
10	Time Table
11	Career Guidance & Placement Cell
12	Discipline Committee
13	Examination Cell
14	College Magazine and All Printing Work
15	U.G.C. Committee
16	SC/BC Committee & Minority Cell
17	Canteen & Refreshment Committee
18	N.S.S. Committee
19	N.C.C. Committee
20	Educational Tour Committee
21	Sports Committee
22	Library Committee
23	Computer Committee
24	Alumni/Old Students Association
25	Campus Cleanliness and Beautification/ Eco Club
26	Legal Literacy Cell
27	Red Ribbon Club& Blood Donation Camp
28	UGC Add-on-Courses
29	Anti-ragging Committee
30	Edusat Committee
31	Prevention of Sexual Harassment Committee
32	Voter Card Committee
33	Grievance Redressal Cell and Internal Complaint Cell
34	Electricity/Water Cooler/Generator/Mike & Sound Committee
35	Parking Committee
36	Youth Red Cross Committee
37	Tobacco Control Committee
38	UGC Network Resource Centre Committee
39	Anti Corruption Cell
40	Photography
41	Website and CCTV Committee
42	Academic Calendar

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

The College is gradually and constantly shifting from manual system to digital system. This was a well thought off plan and was pushed and supported by the Governing body. The centralized digital system was required to reduce the redundancy of work and for speedy disposal of daily routines such as admission process, merit list generation, examination forms, fee collection and reports generation. Various vendors were called for trial of their proprietary Software systems. After due SWOT analysis and customization of the product, LIMT (**Library Information Management**) and FRS (**Fee Receipt System**) software are implemented in the session 2015-16. This system not only provides administrative support but it is also used as Library Management system in the college. The circulation system of the library got automated. The books are properly barcoded and the issue-return of documents is done with reading of barcodes from the identity card and books simultaneously. The success of the system can be attributed with the creation, storage and timely retrieval of pin-pointed information. The major hurdle faced by the college was the resistance of digital change in the working atmosphere. However, the AMC of the software had a clause for effective training to the staff and, ultimately, the college achieved its objective after successful running of the software in the academic session.

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The highest decision making body of the College i.e. the Governing Body is governed with office bearers as President, Vice-President, General Secretary, Treasurer, 11 members from Management, two teaching representatives, one non-teaching representative, one nominee of the Vice-Chancellor of Kurukshetra University, Kurukshetra, DGHE nominee and College Principal as Ex-Officio Member Secretary.

The Principal is the Head of the College, who is supported by Advisory Council of staff members. Heads of the Departments are assigned various responsibilities for efficient functioning of the college. The decision making process includes discussion of ideas and processes among committee members and drawing the best alternative for implementation.

There are advisory, administrative and technical committees such as Advisory Council, Online Admission Committee, Bio-Metric Attendance Committee, NAAC Affairs and IQAC, Cultural Committee, Research Committee, Women Cell, Time Table, Career Guidance and Placement cell, Discipline Committee etc.

The college is governed by the services rules mentioned in the University Calendar of Kurukshetra University, Kurukshetra and Director General of Higher Education, Haryana. The recruitment and promotion procedure is followed as per Government norms laid down on the basis of UGC guidelines. Recruitment process gets initiated after taking proper sanction from the DGHE and Kurukshetra University, Kurukshetra. The interview panel consists of the VC nominee, DGHE nominee, Subject Experts and Governing Body members. Regarding promotion policy the college is following the Government regulations for Career Advancement Scheme based on UGC score for Academic Performance Indicators. The employees can escalate their grievances according to the following matrix:

Employee - College Principal - Governing Body - KUK - DGHE

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2.3 Implementation of e-governance in areas of operation

1. Planning and Development
2. Administration
3. Finance and Accounts
4. Student Admission and Support
5. Examination

Response: B. Any 4 of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP Document	View Document
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

The IQAC committee monitors the academic, administrative and student related matters in the college. The IQAC cell supervises and gives direction to various sub-committees like Examination Committee, Discipline Committee, Research Committee, UGC Committee, Website Committee etc. for smooth functioning and development of the College. On the suggestion of the IQAC, the committees hold independent meetings to check the viability of the direction and further implementation of the same. The IQAC cell had found a need for examination restructuring in the college and recommended the suggestions to the examination committee. As per previous practice of the affiliating University, 20 marks are assigned for internal assessment. The marks are classified further as 5 marks for the attendance, 10 marks for the subject assignments and 5 marks for the class tests. The IQAC specifically identified a need for 1.5 hours examination, carrying 40 marks each for the Subject, to be conducted as Mid-Semester Tests on the pattern of final semester examination. However, the weightage to the obtained marks for internal assessment were assigned proportionately as per the University norms. The IQAC also directed the examination cell to ensure that assignments collected by the faculty members should be discussed among the students after evaluation and submission of the assignments to the examination cell of the College. The IQAC also

suggested the faculty members to prepare a question bank of important questions, generally asked in the examinations, to discuss with the students and provide the photocopy of the same to the students. The Library of the College is also providing previous question papers to the students for their exam preparations. The College has started all these practices and the results are visible in the performance of the students and, eventually, the score bar and confidence of the students has increased because of these activities.

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

The college provides cordial environment to its workforce and has provision for following welfare measures for teaching and non-teaching staff:

- 1.College provides emergency Medical services to the staff, as and when required.
2. Casual leave: 10/15/20 days of casual leave is permissible per year for all employees.
- 3.Earned leave: Ten days of earned leave per year for teaching staff and 10/20/30 days for non-teaching staff is permissible.
- 4.Fee Concession for Wards of Employees: Generous fee concession is granted to the wards of college employees.
- 5.Conveyance charges incurred for official work are reimbursed as per entitlement.
- 6.Recently the college has started financial assistance to Teaching and Non-teaching staff to attend Conference/Seminar/Workshop/Training Programs.
- 7.Study Leave for pursuing higher education is granted to Teachers as per UGC and State Government norms.
- 8.Academic/Duty leave is granted to teaching and non-teaching staff for conducting examinations, to attend Conference/Seminar/Symposia and other official meetings.
- 9.Uniforms are distributed to Group – D employees.
- 10.College provides advance financial assistance to employees in case of any exigency.
- 11.Maternity leave is permissible to all the female employees.

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0.8

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	2	1	0	0

File Description	Document
Reports of Academic Staff College or similar centers	View Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 14.66

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	03	2	02	3

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers).	View Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The College is following the DGHE, Haryana norms with regard to Performance Appraisal System for teaching and non-teaching staff. The teaching staff is required to submit a duly filled in Self-Performance in Appraisal form of Academic Performance Indicators (API), spread over three categories for promotion under CAS scheme of the UGC, and submit it to the IQAC cell to initiate the process of promotion. Category-I is concerned with academic achievements of the faculty members as well as duties performed in examination as superintendent, supervisor, flying squad, paper setter etc. Category-II is concerned with active participation of the employee with teaching and learning centric activities. It also includes participation of the employee in various committees of the college as well as of University. Category-III is concerned with research output of the employee at International /National and State level as well as trainings undertaken by the employee for professional development. It also encourages the faculty members for minor and major projects to receive it from UGC as well as from other Centre and State Research funding agencies. After thorough evaluation of the records on the prescribed criteria like academics, administration, skill development and enrichment of professional life, the IQAC cell recommends the promotion cases to the Governing Body of the College, which further recommends the cases to the screening committee, constituted by the University to assess and verify the API scores submitted by the college. The screening committee recommends the cases for promotion after finding it fit for promotion. The case is forwarded to the Director General Higher Education, Haryana for final approval. Besides, The teaching and the Non-Teaching Staff members are assessed through the Annual Confidential Report (ACR). The Principal is the competent authority to determine the grade of the employee on the basis of duties performed, timely completion of work and capacity to work in team etc. Both teaching and non-teaching members are encouraged to participate in seminars, skill development workshops and other activities to raise their professional efficiency. Staff members with good results are appreciated in the Governing Body Meetings and those with poor results are advised work hard.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The College has complete transparency as far as financial records are concerned. The College conducts internal as well as external audits on a regular basis. The Principal and Head Clerk of the college keep vigil on the sources of funds, revenue generation through donations by philanthropists, salary management, grants received from the UGC and other funding agencies of the Government and maintenance of account

books. The financial management department of the College is following the set standards of the Accounting principles. The college apprises the Governing Body about the financial status of the college on regular intervals. 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 non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 2.09

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.161	0.891	0.23	0.669	0.1378

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document
Any additional information	View Document
Annual statements of accounts	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The College is managed by the Markanda National College Educational Society, Shahabad Markanda and is receiving Government aid for smooth functioning from the DGHE, Haryana. Grants for organizing the seminars/conferences are received from the DGHE, Haryana. The course fees pattern is fixed by the Government, which is collected at the college level and a certain percent of it is forwarded to the Kurukshetra University, Kurukshetra (as per their norms constituted for aided colleges) and to the department of Higher Education, Haryana. The financial scholarships for students received under various social schemes of the government are directly credited into the bank account of the students. Funds for these internal freeships or scholarships are mobilized through help from the members of the college. The College also provides financial assistance to the needy and meritorious students and provides free books

for a semester through its book bank facility. The purchase requirements for the academic year are prepared by the college, on the recommendation of HODs of different departments, and placed before the Governing body for approval, after due recommendation from the Principal. The statements of expenditure incurred on all activities are further audited at two levels- internal and external. The college in the past has availed grants from the UGC. The college makes use of grants allocated under appropriate budget head only. Local MPs and MLAs have also been regularly contributing for the development of the college. The College duly submits the, duly Audited utilization reports of the grant to the funding agency after its utilization.

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

To improve the quality of teaching-learning process, IQAC of the college has contributed significantly. It has introduced certain new initiatives in the direction of quality assurance. For example it suggested that alongwith classroom study, students should be encouraged to participate in excursions to visit Scientific Industries / labs, big bazaars / malls for marketing, parliament house etc. Teachers concerned have been making sincere efforts for arranging such visits accordingly for all streams of students.

In the second practice, IQAC suggested that students should also be involved in research programs and their attendance should be made mandatory in National seminars /conferences /workshops/ extension lectures/ powerpoint presentations so that they can explore themselves. This has definitely improved their learning capacity. Students of the college always take keen interest in programmes, when asked to participate.

IQAC, through its meeting recommended that all staff members should prepare question Banks of important questions for revision and better results. This practice is being followed by the teachers successfully.

Besides, the IQAC has taken significantly initiatives for reforms in examination and evaluation.

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

IQAC cell of the college reviews the academic, tactical and operational planning regarding teaching-learning process, structures and methodologies and their effective and timely implementation in the college. It promotes quality assurance policy in the College. It conducts regular meetings with the students and teachers to improve the learning outcomes. The teachers are mandatorily required to submit lesson plans at the beginning of the academic year so that students are well aware of the lectures in advance. To enhance quality in teaching-learning the teachers are encouraged to use ICT methods. The college is

equipped with two smart classrooms mounted with LCD projectors and a portable projector is available with the IQAC cell to be used in any classroom for interactive learning. IQAC cell takes care that the library footfall should be raised by engaging students in activity based learning. The IQAC evaluates the teaching-learning process through student feedback and analyses the results on department-wise basis. It projects the observations, recommendations, regarding student intake, teaching-learning, evaluation, with the faculty and Principal in staff meetings. The following steps have been taken up meticulously by the IQAC:

1. Faculty Development Programs are conducted, in the form of seminars and workshops, by the IQAC for the faculty members.
2. Mid-Term Tests are conducted for evaluation of the students.
3. Holding of extra classes for subjects requiring more preparation.
4. IQAC has constituted a Research committee to encourage quality research.
5. Promotes ICT tools and other teaching techniques among students and faculty.
6. As a part of auxiliary education, teachers are facilitated to guide the students regarding career avenues available in their domains.
7. To boost up the confidence of students, teachers assign presentations to the students with an integral element of use of ICT tools and blackboards by the students.
8. The students are encouraged to improve their analytical abilities, critical thinking, problem solving, and decision making for effective learning.
9. IQAC facilitates study tours, live training programs and interaction with industry for practical learning of the students.
10. IQAC lauds the meritorious students on yearly basis.
11. Good performance of the staff is also appreciated by the IQAC in its meetings.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 0

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
Any additional information	View Document
IQAC link	View Document

6.5.4 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
2. **Academic Administrative Audit (AAA) and initiation of follow up action**
3. **Participation in NIRF**
4. **ISO Certification**
5. **NBA or any other quality audit**

Response: D. Any 1 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document

6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

Response:

The IQAC implements the directives of the affiliating Kurukshetra University, Kurukshetra for the enhancement of the college education. The following parameters are incremental improvements post first cycle:

1. Three computer labs have been established with 37 terminals and two faculty members having PG + NET qualification are handling the computer laboratory.
2. The college introduced UGC sponsored ICT course for the students on self financing basis.
3. Most of the staff members are computer savvy and use ICT tools for delivering lectures in the Class.
4. The Library is equipped with three broadband connected computer terminals for the students to access the same for digital information.
5. The whole campus is wi-fi enabled.
6. The administrative wing is automated and the staff is using the ICT for smooth functioning of official work.
7. Emergency Healthcare facilities are available as the College has a tie-up with neighboring hospital. First-aid facilities are available in the College.
8. The faculty members are encouraged to undertake research activities and college supports their endeavors by providing them conducive atmosphere.
9. The college is maintaining a spacious library. It possesses good collection of text books, e-journals, e-books and reference books. It also subscribes various Newspapers, Journals and Magazines for the stakeholders.
10. The College, time and again, invites expert speakers from various fields to encourage and motivate students for better career avenues.
11. The College has inducted new faculty members after taking due approval from the Government.
12. The College makes extra efforts to look after the requirements of weaker students by arranging counseling sessions and extra classes.
13. The College started B.Com (Self Financing) and P.G. Diploma in Yoga (Self Financing) as per the demand of the local community.

14. The College provides attendance of the students to the family members through letters/telephones/SMS service.
15. The students are encouraged to join NCC and NSS programmes. For the first time, six girl students have also joined NCC for the current session.

NAAC

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 11

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
02	02	4	2	01

File Description

Document

Report of the event

[View Document](#)

List of gender equity promotion programs organized by the institution

[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

Response:

Markanda National College as an institution believes in equal opportunity to all, irrespective of the caste, gender, region and religion. This belief is well exhibited in the admission process, batch profile and co-curricular participation from the diversity of candidates. The institution considers the welfare of its female candidates diligently and has taken initiative to address their needs. The college has a prevention of Sexual Harassment Committee to address the grievances (if any). Markanda National College is one among the few co-educational institutions in the University offering common room facility to female students.

The Girl's common room has following facilities:

1. Separate water cooler for drinking water
2. Sanitary Pads vending and disposal Machine
3. Separate Notice Boards and Wall Magazine
4. Indoor games like Chess and Carrom Board
5. Attached Toilets
6. Separate Section for girls in Canteen

- 7. Separate Parking space
- 8. Generous Fee concession for Girls

The college has Women Cell for enhancing the efforts towards gender sensitization and empowerment. Women Cell organises various programs in the college. Students get the opportunity to interact with the invited experts on the subject of women's rights and violence against women.

Poster - making and Slogan Writing competition, Mehndi Competition, Rangoli Competition, Fashion Show etc. are often conducted to spread awareness of such issues.

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)

Response: 32000

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 25.29

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 1320

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 5220

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

7.1.5 Waste Management steps including:

- Solid waste management
- Liquid waste management

- **E-waste management**

Response:

1.1.5.1. Solid Waste Management: The College is equally concerned about environment management and conservation. The college is collecting its solid waste through dustbins and major proportion of waste is coming from the leaves of the trees, for which bio-compost pit on the college premise is setup to decompose wastes into organic manure. The organic manure is used for potted plants and lawns of the college. The other solid waste includes paper, plastic and non bio-degradable waste, the college provides separate dustbin for the same. Plastic wastes are disposed off to the scrap dealer.

7.1.5.2. Wet Waste Management: The wet waste is disposed off in the sewer of the municipal committee. All the chemical waste generated in the Chemistry lab is disposed off under strict adherence to environment safety. The release is ensured only after careful dilution of the chemicals and by monitoring the PH of the neutralized chemicals.

7.1.5.3. Other Initiatives: The college administrative staff is encouraged to use less paper with the help of Information Technology. The faculty members are using ICT tools for imparting education and hence are contributing in less usage of paper. The college takes steps to spread awareness among its stakeholders through various practices like – green computing, user awareness programs of various durations. NSS and NCC units of the college also spread awareness of Govt. initiatives like Swachh Bharat Abhiyan in the adjoining areas.

7.1.5.4. E-Waste Management: The college follows Govt. norms for disposal of electronic waste – CPU, LCD, Printers, Cartridges and other computer peripherals etc.

7.1.6 Rain water harvesting structures and utilization in the campus**Response:**

The college is situated in a belt of paddy crop, which requires sufficient irrigation facilities. Hence, water table is depleting gradually. Therefore, the college is concerned about water conservation and has initiated water recharging process at the campus. The college has the following objectives in consideration while conserving the rain water in the campus:

1. To recharge the underground water table.
2. To curb the water logging during rainy season.
3. To reduce soil erosion.
4. To meet the demand of water for the lawns and ground irrigation.

The college has setup a rain harvester in the ground of sports complex. The water logging in the area is prominent during rainy season. Hence, a borewell is installed in the area to recharge the ground water.

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

The college has eco-friendly campus and maintains natural diversity through its green lawns, trees of various varieties and medicinal plants. The college is promoting various initiatives of conserving greenery in the campus. The NCC and NSS units are proactively participating in green plantation drive and all other stakeholders are everready to plant saplings on Independence Day and on Van Mahotsav day. The college maintains five parks and has also set up a medicinal herbal park in the campus. The two sports grounds are also surrounded by lush green trees. The NCC and NSS units took pledge under the Swachhta Abhiyan to bring awareness about no polythene and plastic use/misuse among the masses. The college has bio-compost pit and generates eco-friendly manure for the pots and lawns. Some of the other initiatives taken up by the college/staff are as under:

1. Most of the students are using public transport system to reach the college and college is providing administrative support in arranging bus passes from the state roadways department.
2. Car pooling is used by the faculty and staff members for commuting from same localities.
3. College is using customized enterprise resource system (ERP) for admission, forms, fee deposition and award submission.
4. College promotes plantation drive at the campus during Monsoon season. Herbal Park is maintained with properly labeled plants of medicinal value.
5. College advises its students not to use plastic or polythene in any form and hence it is a plastic/polythene free campus.

The college has sufficient number of dustbins at different points.

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 1.49

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
1.3127	1.43597	0.85682	0.11820	0.27

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

Response: C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
Any additional information	View Document
link to photos and videos of facilities for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 0

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last

five years (Not addressed elsewhere)

Response: 0

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description

Document

Any additional information

[View Document](#)

URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics

[View Document](#)

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description

Document

Provide URL of website that displays core values

[View Document](#)

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description

Document

Details of activities organized to increase consciousness about national identities and symbols

[View Document](#)

Any additional information

[View Document](#)

7.1.15 The institution offers a course on Human Values and professional ethics

Response: No

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Any additional information	View Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 12

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	3	2	2	3

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

The college enthusiastically feels proud in the nation's diversity and is promoting secular education among its stakeholders. The mission of the college is to integrate the budding minds and ignite the flame of nationalism among its students. Going by the same ethos the college celebrates various national festivals and days in the memory of national luminaries. The college organizes various exhibitions and programmes on the following days:

1. 15th August and 26th January – Independence Day is celebrated with full fervor and enthusiasm in the college. Flag hoisting is done with salutation from the full dress contingent of the NCC unit. Students are given an opportunity to express their national feelings on these days.
2. 12th January – National Youth Day is observed on the birth anniversary of Swami Vivekananda. The college celebrates the day with an objective to imbibe the philosophy and views of the late social reformer in the students.
3. 28th February - National Science Day is observed in the college to mark the discovery of Raman's Effect. Dr. C. V. Raman, who was the Physicist Nobel Laureate in 1930, is remembered on this day.
4. 5th September - In India, we celebrate this day on the birthday of Dr. Sarvepalli Radhakrishnan. This day is given utmost importance by the college by organizing workshops and lectures for the students as well as for faculty and staff members.
5. 2nd October – Gandhi Jayanti is celebrated as birth anniversary of the Father of the Nation in India. The day is also commemorated as a tribute to non-violence movement by the International community by celebrating it as International Day of Non-Violence. The college organizes cleanliness drive on this day by its NSS and NCC units.
6. 31st October – Rashtriya Ekta Diwas (RED) is celebrated on the birth anniversary of Sardar Vallabh Bhai Patel. The college organizes various functions to commemorate the day.

Other than the above days the college also organizes birth/death anniversaries of the great Indian personalities such as Patel Jayanti, Sh. Lal Bahadur Shastri Jayanti, Dr. B.R. Ambedkar Jayanti, Women's Day, NSS Day, Flag Day etc.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

The college adopts and practises complete transparency and openness in its functioning. The financial matters are dealt with proper checks and balances. Internal audit is done by the chartered accountant at the college level and external audit is conducted by the state Government agencies. The college has separate purchase committees for various amenities. The purchases are finalized after following the set standards and procedure. The administrative duties are assigned to officials to maintain discipline and orderliness in the college. The college comes under RTI and all the relevant information is made available to the public through its website. The faculty and staff recruitment takes place as per government norms. The directives of Director General Higher Education, Haryana are followed in letter and spirit by the college. The Governing body is the highest decision making authority and all the important decisions are passed by it.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

Best Practices-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 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 70%).
3. BPL/Economically Weaker Section students.
4. Extra-Ordinary Sportspersons/Cultural activities students.

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. 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 students' 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 Practices-2

Title of the Practice

Transition from Traditional to ICT-Enhanced Learning Environment.

Objectives of the Practice

The global changes in the education domain have made it imperative to bring changes in the traditional educational systems. The College recognizes the might of ICT and believes in its valuable use. The main objectives behind the practice were to make the teaching-learning more interactive, innovative and effective; to automate the administrative tasks; to bring openness, transparency and accountability in a systematic manner of the system.

The Context

The practice was envisaged on a perception that it would be easily embraced by the potential operators. However, like any other transformation requiring overhauling of processes and procedures, the college also faced following challenges:

1. Lack of ICT trained Staff.
2. Additional fund requirement.

3. Infrastructure development.

The College authorities motivated the staff to train in ICT and made provision of computer terminals and allied services for the stakeholders. The staff realized the importance and adopted the same in teaching as well as in administrative activities. The generous and visionary Managing Committee of the College supported the concept and gave a green signal to implement it in letter and spirit.

The Practice

The College called the vendors to develop CIMS (College Information Management System). After a series of dialogue with the vendors, tailor made software was developed as per the needs of the stakeholders. The CIMS has been effectively supporting the Administrative and Library functions. The CIMS has catered to the following tasks:

1. Managing the College Accounts.
2. Managing the Administrative work.
3. SMS solutions for transmitting information to the students.
4. Online Admission Process.
5. Online Filling of Examination Forms.
6. Automation of Library Tasks.

Some other initiatives taken up by the College were as below:

1. Development of dynamic website with rich information content on it.
2. Social Media Presence with an active Facebook Page of the College.
3. Online Lesson Plans.
4. Security system through CCTVs' got installed.
5. Wi-Fi services of BSNL and Reliance Communication got activated in the College.
6. Bio-Metric Attendance System for Staff.
7. Development of Android App of Library Collection.
8. Subscription of National Library and Information Services Infrastructure for Scholarly Content (N-LIST) for the teachers and stakeholders.

Evidence of Success

With the increasing use of technology in the administration, office work, teaching and Library, the working of the college has improved significantly. The staff is able to achieve the desired targets in time. The availability of valuable information has brought more transparency in the system. Teaching has become more interactive, interesting and informative with the use of ICT and its tools. The Library functions got automated and made it a vibrant place to access information.

The College has initiated the first step on this journey and considers it to be an untiring forward march to disseminate education in its entirety to the society.

Problems Encountered and Resources Required

Lack of ICT trained staff was one of the major problems faced by the College. However, with proper training and induction of tech-savvy staff it has been curtailed upto certain extent. The resources required

to build the infrastructure is another factor, which requires consistent updation of existing means. The technology is changing at a high pace and revised version of hardware and software are available in the market, changing the same after a small interval is an expensive proposition. The Annual Maintenance Contracts (AMC's) of the equipments is also a financial drain.

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

Although the college is doing pretty well in all the sphere of educational life, yet there is one area i.e. Sports in which the college is doing exceptionally well. Shahabad Markanda is considered to be a nursery of Hockey Players. The college has also been constantly striving to develop sports culture. The college can boast of having very good facilities for both indoor and outdoor games. It has a well maintained athletic track of 200 mts, a Handball ground, a Kabbadi ground, a Volley Ball ground, a Basket Ball ground, synthetic Badminton Court and a Table-Tennis hall. Good sportspersons are generously provided freeships by the college. As a result of these facilities and freeships, the college students perform very well in inter-college tournament of Handball, Volleyball, Kabaddi, Kho-Kho, Judo, Yoga, Wrestling etc. Many students from the college have represented Kurukshetra University, Kurukshetra in Handball and Volleyball teams upto last nine years at National Level. The Handball team of the College has the credit of being champions for so many years.

Another unique feature of this area in 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 from a private coach. The facility of the international standard synthetic court is provided to its alumni and others at a very nominal rates. 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.

5. CONCLUSION

Additional Information :

The College is offering tangible and intangible benefits to the society by offering its infrastructure and services to the society. The College is setup for the semi-urban population and the Managing Committee is proactive in determining the needs of the society and opening its gate for its upliftment. The College is providing the outdoor sports ground and indoor hall for the budding champions in the morning and up to late evening hours. **Mr. Sandeep Singh, Former Captain, Indian Hockey Team**, did his practice on the College Ground. Likewise, **Mr. Wakil**, Student of the College, participated in the **8th Asian Men's Youth Championship** held in **Jordan** on **16-26 September 2018**. The College indoor hall is equipped with badminton court and it is proving to be a nursery for the young generation of the vicinity. The College Library is also offering its facility to the Senior Citizens by providing access to its collection on no cost basis. The Alumni and other Professionals can also opt for the library services on a nominal cost. The College is also engaged in social welfare activities by its collaboration with Bharat Vikas Parishad and Rotary Club; Rishi Welfare Trust, Prof. Vir Sen Malhotra Trust ambala Cantt, Punjab National bank, HDFC Bank etc. the college provides its venue and infrastructure to conduct social awareness activities on its premise. The students are also encouraged to pitch in as volunteers for such activities.

Concluding Remarks :

1. The College, established in 1971, is one of the oldest Colleges of the Kurukshetra District located in Semi-Urban area.
2. The College is primarily catering to the needs of the rural and urban population.
3. The College believes in 'To Grow in Wisdom' as mentioned in its insignia. The vision of the College is to impart quality, valuable based and employable education at affordable cost to all sections of the society and to make the college a total quality zone.
4. The College is known for its freeships and scholarships in the area.
5. The automation of administrative and other supporting facilities has helped the college to progress effectively.
6. The College infrastructure is appropriate in terms of Academic, Administrative, Sports and Cultural facilities.
7. The College is running vocational courses in order to impart additional skills to the students.
8. The security facilities are apt in the College premises by installation of CCTV cameras and proctorial duties of the staff.
9. The College is connected with its Alumni and takes their valuable feedback for consideration.
10. The College is located on a prime location and is accessible through various transportation means.
11. The College is serving on values and believes in openness. The IQAC cell of the College gathers feedback from various stakeholders and after proper analysis it propagates the same to the concerned college committees for further discussion and its execution.
12. The regular feature of the College is to hold a number of Academic, Sports and Cultural activities on a yearly basis.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.2	<p>Number of certificate/diploma program introduced during the last five years</p> <p>1.1.2.1. Number of certificate/diploma programs introduced year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	1	0	0	0	0	2017-18	2016-17	2015-16	2014-15	2013-14	1	0	0	0	0
2017-18	2016-17	2015-16	2014-15	2013-14																	
1	0	0	0	0																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
1	0	0	0	0																	
1.1.3	<p>Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years</p> <p>1.1.3.1. Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>5</td> <td>2</td> <td>5</td> <td>4</td> <td>1</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>01</td> <td>00</td> <td>02</td> <td>00</td> <td>1</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	5	2	5	4	1	2017-18	2016-17	2015-16	2014-15	2013-14	01	00	02	00	1
2017-18	2016-17	2015-16	2014-15	2013-14																	
5	2	5	4	1																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
01	00	02	00	1																	
1.2.1	<p>Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years</p> <p>1.2.1.1. How many new courses are introduced within the last five years</p> <p>Answer before DVV Verification : 02</p> <p>Answer after DVV Verification: 13</p>																				
1.2.2	<p>Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented</p> <p>1.2.2.1. Number of programmes in which CBCS/ Elective course system implemented.</p> <p>Answer before DVV Verification : 02</p> <p>Answer after DVV Verification: 04</p>																				

1.2.3	<p>Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years</p> <p>1.2.3.1. Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 389 1046 524"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>65</td> <td>48</td> <td>44</td> <td>67</td> <td>95</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 602 1046 736"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>65</td> <td>47</td> <td>30</td> <td>53</td> <td>90</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	65	48	44	67	95	2017-18	2016-17	2015-16	2014-15	2013-14	65	47	30	53	90
2017-18	2016-17	2015-16	2014-15	2013-14																	
65	48	44	67	95																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
65	47	30	53	90																	
1.3.2	<p>Number of value added courses imparting transferable and life skills offered during the last five years</p> <p>1.3.2.1. Number of value-added courses imparting transferable and life skills offered during the last five years</p> <p>Answer before DVV Verification : 5</p> <p>Answer after DVV Verification: 4</p>																				
1.4.1	<p>Structured feedback received from</p> <p>1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise</p> <p>Answer before DVV Verification : B.Any 3 of the above</p> <p>Answer After DVV Verification: E.None of the above</p> <p>Remark : The HEI input updated as the feedback is not on design and review of syllabus-Semester wise/ year-wise</p>																				
1.4.2	<p>Feedback processes of the institution may be classified as follows:</p> <p>Answer before DVV Verification : A. Feedback collected, analysed and action taken and feedback available on website</p> <p>Answer After DVV Verification: E. Feedback not collected</p> <p>Remark : The HEI input updated as feedback was not collected related to subject of metric id</p>																				
2.1.2	<p>Average Enrollment percentage</p> <p>(Average of last five years)</p> <p>2.1.2.1. Number of students admitted year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1928 1046 2063"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>939</td> <td>1024</td> <td>933</td> <td>944</td> <td>919</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	939	1024	933	944	919										
2017-18	2016-17	2015-16	2014-15	2013-14																	
939	1024	933	944	919																	

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
400	513	431	503	391

2.1.2.2. Number of sanctioned seats year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1820	1820	1820	1900	1940

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
660	700	660	660	660

Remark : The HEI input updated as per attached HEI documentary proof.

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

2.1.3.1. Number of actual students admitted from the reserved categories year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
451	553	508	587	484

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
236	267	217	292	204

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

2.3.2.1. Number of teachers using ICT

Answer before DVV Verification : 19

Answer after DVV Verification: 16

2.3.3 Ratio of students to mentor for academic and stress related issues

2.3.3.1. Number of mentors

Answer before DVV Verification : 26

Answer after DVV Verification: 22

Remark : The Mentors cannot be more than the number of full time teachers, accordingly HEI input updated for AY 2017-18 mentors equal to full time teachers

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

2.4.2.1. Number of full time teachers with Ph.D. year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
14	9	10	9	10

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
14	8	9	8	9

2.4.3 Teaching experience per full time teacher in number of years

2.4.3.1. Total experience of full-time teachers

Answer before DVV Verification : 383 years

Answer after DVV Verification: 303 years

2.6.3 Average pass percentage of Students

2.6.3.1. Total number of final year students who passed the examination conducted by Institution.

Answer before DVV Verification : 185

Answer after DVV Verification: 107

2.6.3.2. Total number of final year students who appeared for the examination conducted by the institution

Answer before DVV Verification : 448

Answer after DVV Verification: 218

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Answer before DVV Verification : Yes

Answer After DVV Verification: Yes

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

3.4.2.1. Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	1

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	1

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

3.4.4.1. Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
304	293	815	0	174

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
633	30	570	0	115

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

3.5.1.1. Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1	2	1	0	2

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
00	01	00	0	00

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

3.5.2.1. Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14

1	1	0	0	0
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Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	0	0	0

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

4.1.3.1. Number of classrooms and seminar halls with ICT facilities

Answer before DVV Verification : 03

Answer after DVV Verification: 01

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

4.1.4.1. Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
4.90656	8.61733	11.21511	13.93889	13.38369

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
4.69	0.18	0.63	4.98	1.62

Remark : The HEI input updated for only infrastructure augmentation and not repairs, property tax, Water and electricity expenses,

4.2.6 Percentage per day usage of library by teachers and students

4.2.6.1. Average number of teachers and students using library per day over last one year

Answer before DVV Verification : 75

Answer after DVV Verification: 55

5.1.2 Average percentage of students benefited by scholarships, freships, etc. provided by the institution besides government schemes during the last five years

5.1.2.1. Total number of students benefited by scholarships, freships, etc provided by the institution besides government schemes year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
72	85	66	95	70

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
70	85	66	108	70

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

Answer before DVV Verification : D. Any 4 of the above

Answer After DVV Verification: E. 3 or less of the above

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

5.1.5.1. Number of students attending VET year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
65	48	44	67	95

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
00	22	00	00	00

5.2.2 Percentage of student progression to higher education (previous graduating batch)

5.2.2.1. Number of outgoing students progressing to higher education

Answer before DVV Verification : 29

Answer after DVV Verification: 30

Remark : The HEI input updated as per attached documentary proof

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

6.3.4.1. Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
4	4	2	4	3

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
03	03	2	02	3

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

6.5.3.1. Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
8	8	6	2	5

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

7.1.1.1. Number of gender equity promotion programs organized by the institution year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
2	3	4	2	2

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14

02	02	4	2	01
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Remark : The HEI has not attached any proof of Women day celebration 08.03.2017. Moreover Shaheed Bhagat singh program cannot be considered as gender equity promotion programs, hence have been removed from the input

7.1.8	<p>Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years</p> <p>7.1.8.1. Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 640 1046 775"> <tr> <td>2017-18</td> <td>2016-17</td> <td>2015-16</td> <td>2014-15</td> <td>2013-14</td> </tr> <tr> <td>1.3127</td> <td>1.43597</td> <td>0.85682</td> <td>0.11820</td> <td>1.54342</td> </tr> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 853 1046 987"> <tr> <td>2017-18</td> <td>2016-17</td> <td>2015-16</td> <td>2014-15</td> <td>2013-14</td> </tr> <tr> <td>1.3127</td> <td>1.43597</td> <td>0.85682</td> <td>0.11820</td> <td>0.27</td> </tr> </table> <p>Remark : The HEI input updated as per attached documentary proof for highlighted items ie expenditure on green initiatives and waste management excluding salary component during the last five years</p>	2017-18	2016-17	2015-16	2014-15	2013-14	1.3127	1.43597	0.85682	0.11820	1.54342	2017-18	2016-17	2015-16	2014-15	2013-14	1.3127	1.43597	0.85682	0.11820	0.27
2017-18	2016-17	2015-16	2014-15	2013-14																	
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7.1.9	<p>Differently abled (Divyangjan) Friendliness Resources available in the institution:</p> <ol style="list-style-type: none"> 1. Physical facilities 2. Provision for lift 3. Ramp / Rails 4. Braille Software/facilities 5. Rest Rooms 6. Scribes for examination 7. Special skill development for differently abled students 8. Any other similar facility (Specify) <p>Answer before DVV Verification : C. At least 4 of the above Answer After DVV Verification: C. At least 4 of the above</p>																				
7.1.12	<p>Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff</p> <p>Answer before DVV Verification : Yes Answer After DVV Verification: Yes</p>																				
7.1.17	<p>Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years</p>																				

7.1.17.1. Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
4	4	4	4	4

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
2	3	2	2	3

2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p>Number of courses offered by the institution across all programs during the last five years</p> <p>Answer before DVV Verification : 13</p> <p>Answer after DVV Verification : 225</p>																				
1.2	<p>Number of programs offered year-wise for last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>9</td> <td>8</td> <td>7</td> <td>7</td> <td>7</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>9</td> <td>8</td> <td>7</td> <td>7</td> <td>7</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	9	8	7	7	7	2017-18	2016-17	2015-16	2014-15	2013-14	9	8	7	7	7
2017-18	2016-17	2015-16	2014-15	2013-14																	
9	8	7	7	7																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
9	8	7	7	7																	
2.1	<p>Number of students year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>939</td> <td>1024</td> <td>935</td> <td>994</td> <td>919</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>939</td> <td>1024</td> <td>933</td> <td>994</td> <td>919</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	939	1024	935	994	919	2017-18	2016-17	2015-16	2014-15	2013-14	939	1024	933	994	919
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2017-18	2016-17	2015-16	2014-15	2013-14																	
939	1024	933	994	919																	
2.2	<p>Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years</p>																				

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
970	950	910	910	910

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
330	350	310	310	310

2.3 Number of outgoing / final year students year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
261	241	205	254	227

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
260	241	205	254	227

3.1 Number of full time teachers year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
32	29	30	25	27

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
22	16	17	16	18

3.2 Number of sanctioned posts year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
24	24	24	24	24

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
24	24	24	24	24

4.3 Number of computers

Answer before DVV Verification : 44

Answer after DVV Verification : 44

NAAC